

Professional Engineers  
and Geoscientists of BC

# GUIDE TO DEVELOPING A SCOPE OF PRACTICE

---

**For Engineering Licensee / Eng.L. and  
Geoscience Licensee / Geo.L.**

*October 2015*

## Contents

Introduction .....	3
Your Limited Scope of Practice .....	3
Predetermined Scopes of Practice.....	4
Developing a Proposed Scope of Practice .....	4
Format.....	4
Wording .....	4
Elements of the Scope of Practice: .....	6
Discipline :.....	6
Field of Practice.....	6
Limitations.....	6
Exclusions.....	6
Applying for a Minor Scope Change .....	7
Minor Scope Change Process.....	8
Appendix A – Sample Scopes of Practice .....	9

## INTRODUCTION

This Guide is designed to help prospective Engineering and Geoscience Licensees (Eng.L. and Geo.L.) in preparing a proposed scope of practice in professional engineering or professional geoscience. It is important that you read this guidance carefully before you submit your application in order to ensure that you propose a scope of practice is appropriate and an accurate reflection of your competence.

---

### YOUR LIMITED SCOPE OF PRACTICE

Applicants for Engineering or Geoscience Licensee status with APEGBC are required to propose a limited scope of practice that falls within the definition of professional engineering or professional geoscience as defined by the Engineers and Geoscientists Act.

A broad scope of practice such as Municipal Infrastructure or Exploration Geology is not appropriate for a Limited Licence. Your proposed scope must be consistent with APEGBC's standardized scope structure; and must be detailed in a step-by-step fashion with simple language, terminology that is defined legislation or statutes or by you, and clearly-stated *limitations* and *exclusions* to your field of practice.

A clearly-defined scope of practice will

- confirm the area in which you are licensed to practice to government agencies and clients; and
- allow you to easily propose an expanded scope of practice through APEGBC's Minor Scope Change Process<sup>1</sup>, by modifying your scope's *limitations* and *exclusions* as you are able to prove that you have gained additional competence. (More information on the Minor Scope Change Process can be found on Page 7.)

---

<sup>1</sup> A Major Scope Change involves a change of discipline or field of practice

A Minor Scope Change involves all other changes to limitations

---

## PREDETERMINED SCOPE OF PRACTICE

APEGBC has an expedited process and predetermined scopes of practice for University Faculty who are teaching upper year subjects and doing research in engineering or geosciences. If you are applying in this field, you do not need to use this guide. Please see the [Standard Scope Limited Licence in Professional Engineering for University Faculty](#).

## DEVELOPING A PROPOSED SCOPE OF PRACTICE

---

### FORMAT

Your proposed scope of practice will consist of the following elements (also see Figure 1 on page 5):

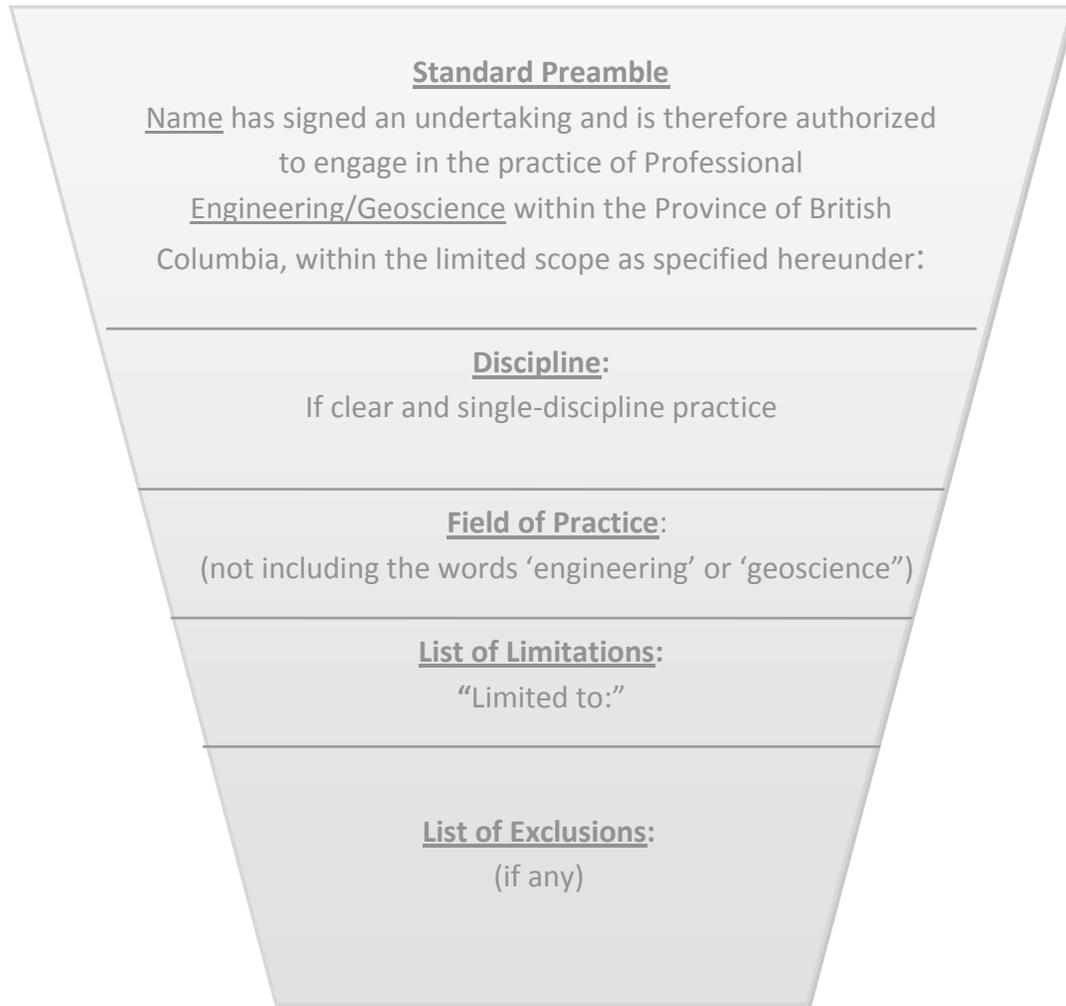
- i. Standard Preamble
- ii. Discipline of Practice (see page 6)
- iii. Field of Practice (see page 6)
- iv. Limitations within the Field of Practice
- v. Exclusions within the Limitations if appropriate

---

### WORDING

- Use the simplest possible language
- Avoid where possible references to specific sections of a code, standard or regulation
- Use terminology that has been standardized in statutes and codes wherever possible
- Define terminology that may not be clear to the reader
- Action words found in the definitions of Professional Engineering or Professional Geoscience in the *Engineers & Geoscientists Act* (such as designing, reporting on, managing, directing, advising, acquiring, processing, evaluating, interpreting, surveying, sampling or examining) should only be used if needed to define a limitation or exclusion.

Figure 1 Format of Limited Licence Scope of Practice



## ELEMENTS OF THE SCOPE OF PRACTICE:

### DISCIPLINE :

This will be the discipline you have selected on your Application, followed by the word *Engineering* for an Engineering discipline.

### FIELD OF PRACTICE

Your Field of Practice is the subset of the discipline in which you wish to offer professional services. Your Field of Practice should not include the words *engineering* or *geoscience*. If you are unsure as to your area of practice, it is suggested that you consult the person who is currently taking professional responsibility for your engineering or geoscience work, as they will be attesting to your competence your proposed field of practice. Examples of Fields of Practice are listed on our [website](#).

### LIMITATIONS

Limitations specify your area of expertise within the Field of Practice. They can be descriptive ('water-based suppression systems', 'local and collector roads', 'heating ventilating and air conditioning'); or numerical ('working pressures under 150 psi', 'no greater than 750 VAC'). A limitation to an industry, such as the 'oil and gas industry' is not appropriate.

It is expected that a scope will include at least one limitation, as few practitioners are competent to practice the full range of a broad field of practice.

### EXCLUSIONS

Exclusions are not required for all scopes. Typical exclusions can be numerical ('pumping systems over 10 hp'); code- or standard-specific ('Systems governed by the Boiler and Pressure Vessel Safety Act', 'applications outside the scope of National Fire Protection Association Codes & Standards') or descriptive ('retaining walls')

## APPLYING FOR A MINOR SCOPE CHANGE

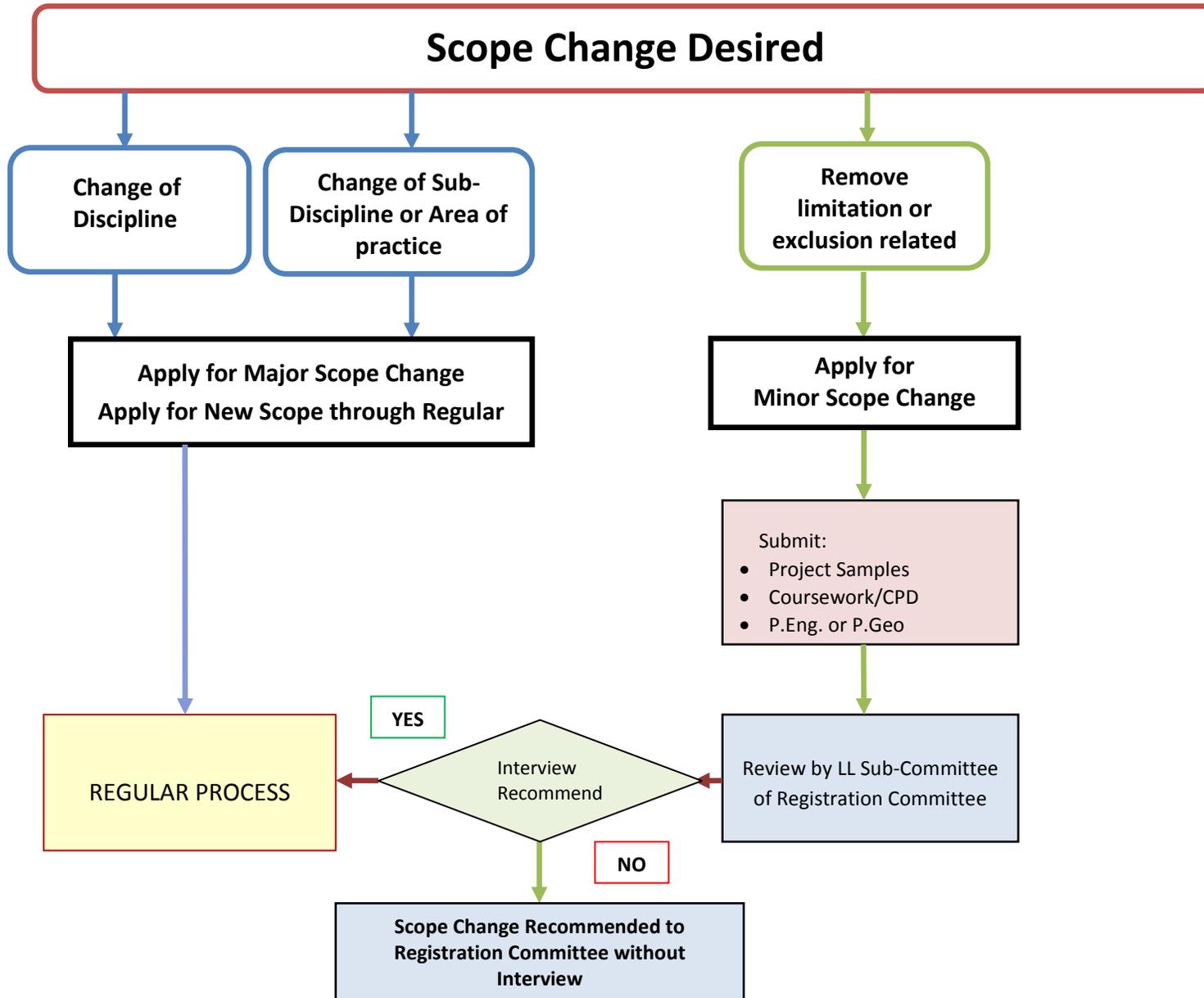
Scopes can grow and change by eliminating Limitations and/or Exclusions when a licensee can prove competence with respect to the limitations or exclusions. By definition, a Minor Scope Change involves changes to Limitations or Exclusions but not to Discipline or Field of Practice.

Engineering or Geoscience Licensees who wish to apply for a Minor Scope Change must provide:

- supporting examples demonstrating sufficient competence to justify removal of an exclusion or limitation; and
- references/letters of support from 3 professional engineers (or geoscientists) attesting to the competence of the licensee in the requested scope area; and
- An application processing fee. \*

\*(there is no application processing fee if the Minor Scope Change request is made at the time of the five year mandatory Practice Review or after five years of licensure)

A flow chart outlining the proposed Minor Scope Change process is on the next page.



## MUNICIPAL INFRASTRUCTURE WITH LIMITATIONS AND EXCLUSIONS

---

Licensee 1 has signed an undertaking and is therefore authorized to engage in the practice of Professional Engineering in the Province of British Columbia, within the limited scope as specified hereunder:

**Discipline:** Civil Engineering

**Field of Practice:** Municipal Infrastructure:

**Limited to:**

1. land development in rural areas
2. water distribution facilities, sanitary sewerage collection, stormwater collection and discharge facilities for minor drainage areas,
3. local and collector roads
4. site grading

**Exclusions:**

- a. detailed design of pumping systems
- b. conceptual and performance requirements for pumping systems over 10 hp

## PROTECTION AND CONTROL SYSTEMS WITH LIMITATIONS

---

Licensee 2 has signed an undertaking and is therefore authorized to engage in the practice of Professional Engineering in the Province of British Columbia, within the limited scope as specified hereunder:

**Discipline:** Electrical Engineering

**Field of Practice:** Protection and Control Systems

**Limited to:**

1. design, installation, commissioning and analysis of Programmable Logic Control (PLC) and Supervisory Control & Data Acquisition (SCADA) systems
2. oil and natural gas facilities

## FIRE PROTECTION

---

Licensee 3 has signed an undertaking and is therefore authorized to engage in the practice of Professional Engineering in the Province of British Columbia, within the limited scope as specified hereunder:

**Discipline:** Mechanical Engineering

**Field of Practice:** Fire Protection

**Limited to:**

1. water-based fire suppression systems

**Exclusions**

- a. performance-based design and fire protection equivalencies or alternate solutions
- b. applications outside the scope of NFPA

## MINE RESERVE ESTIMATION

---

Licensee 4 has signed an undertaking and is therefore authorized to engage in the practice of Professional Engineering in the Province of British Columbia, within the limited scope as specified hereunder:

**Discipline:** Geology

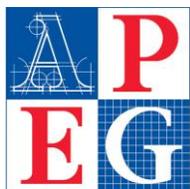
**Field of Practice:** Mineral Resources and Reserves

**Limited to:**

1. estimation, classification and categorization of Mineral Resources and Mineral Reserves in accordance with “CIM Definition Standards – For Mineral Resources and Mineral Reserves” and CIM Estimation of Mineral Resources and Mineral Reserves Best Practice Guidelines”.

**Exclusions**

- a. determination of geological and mining parameters
- b. acting as the sole signatory for an NI 43-101 report



Professional Engineers  
and Geoscientists of BC  
www.apeg.bc.ca

**The Association of Professional Engineers and Geoscientists of BC**

200 – 4010 Regent Street, Burnaby, British Columbia V5C 6N2

Telephone: 604-412- 4856    Toll Free: 1-888-430-8035    Facsimile: 604-430-8085

Email: [register@apeg.bc.ca](mailto:register@apeg.bc.ca)    Website: [www.apeg.bc.ca](http://www.apeg.bc.ca)