

TEMPORARY PERMIT APPLICATION FOR PROJECT

This form is intended for anyone who must practice engineering and work on a specific project in Quebec.

Admissions Department

N.B. Permit applications will not be submitted to the Admissions Committee unless all documents have been submitted, all conditions have been met and all fees have been paid.

1. CONDITIONS AND REQUIRED DOCUMENTS

Before beginning the process, please consult all the annexed documents.

| Conditions and required documents | Member of a Canadian association | Engineering degree obtained in a country with an agreement | Engineering degree obtained in a country without an agreement |
|--|-------------------------------------|--|---|
| This completed temporary permit application (electronic signature is required). | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| A scanned copy of your birth certificate or passport. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| A scanned copy of your engineering degree or proof of graduation. | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| The project description and assignment form duly completed by the employer. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| If you have an appropriate knowledge of French, please provide us with a document demonstrating this knowledge. - See Appendix 3 for details. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Professional liability insurance coverage in accordance with the Professional liability insurance regulation. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| A copy of the contract for the project for which the temporary project permit is requested. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| An agreement to abide by the ethical and professional obligations of the engineer. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| If you are a member of another Canadian engineering association, the completed form referred to in Appendix 5 . | <input checked="" type="checkbox"/> | | |
| Transcript of grades in engineering or applied science, which <u>must be sent directly</u> from the educational institution and an official translation if the document is not in English or French | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| An up-to-date and detailed resume and a certification of experience of at least three years of professional experience - See appendix 6 (Professional experience of fewer than 3 years requires a technical exam.) | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Competency may be assessed through a structured interview or other means as determined by the OIQ. | | | <input checked="" type="checkbox"/> |
| Fully paid application fees. | 1434,68 \$ | 1434,68 \$ | 2854,68 \$ |

2. APPLICANT'S PERSONAL INFORMATION

All members of the Ordre des ingénieurs du Québec must provide the address of their place of residence, their email address, the contact information for their employer, and the contact information for all locations where they practice their profession.

The OIQ must be advised of any change within 30 days. Members must also specify the address where they would like to receive correspondence from the OIQ, which can send it to their place of residence or their primary workplace. Applicants must specify both a mailing address and an email address.

IDENTIFICATION

Please enter your first and last names as they appear on your birth certificate. You must submit legal proof if you have changed your name because of a legal proceeding or obtained a change of name certificate.

Fields marked with an asterisk (*) are required.

| | | | | | | | |
|--|-------------------------------|---------------------------------|---------------|---|----|----------|----------------|
| Last name* | | First name* | | | | | |
| Sex | <input type="checkbox"/> Male | <input type="checkbox"/> Female | Date of birth | DD | MM | YYYY | Place of birth |
| | | | | | | | |
| PLACE OF RESIDENCE | | | | | | | |
| Address | | | | | | Apt. | |
| City | | Province | | | | | |
| Postal code | | Country | | | | | |
| Phone | | Email | | | | | |
| EMPLOYER CONTACT INFORMATION* (Please specify the name of the employer as it appears on your pay stub, if applicable) | | | | OTHER EMPLOYER (if applicable) | | | |
| Start date of current employment* | | Start date | | | | | |
| Employer* | | Employer | | | | | |
| Address | | Address | | | | | |
| City* | | Province | | City | | Province | |
| Postal code | | Country* | | Postal code | | Country | |
| Department | | Department | | | | | |
| Phone | | Ext. | | Phone | | Ext. | |
| Email | | | | | | | |
| Choice of correspondence | | | | | | | |
| BY MAIL (please select one option) | | | | BY EMAIL (please select one option) | | | |
| <input type="checkbox"/> Place of residence | | | | <input type="checkbox"/> Place of residence | | | |
| Place of work | | | | Place of work | | | |

3. TYPE OF TEMPORARY PERMIT

Please check the option below that describes your situation.

| | | |
|---|-------------------------|--|
| <input type="checkbox"/> Member of a Canadian association | Province or territory : | |
| | Member number* : | |

If you are a member of another Canadian association of engineers:

If you hold a permit to practice engineering issued by another Canadian professional association of engineers, please enter the association's name and your member number above. You must also prove to the Ordre des ingénieurs du Québec that you hold a valid permit without restrictions or limitations. For that purpose, please fill out the form in Annex 5 titled Verification of registration with a Canadian professional association of engineers and **send it directly to your association.**

Diploma covered by a mutual recognition agreement


| | | |
|---|----------------------------|--|
| <input type="checkbox"/> For diplomas obtained in France, please consult the list of recognized institutions | Reference number in list : | |
| <input type="checkbox"/> For the Washington Agreement, see the list of countries and programs that are covered. | | |

Diploma not covered by a mutual recognition agreement

4. DIPLOMAS

| Education | Name and location of institution | Date of admission MM / YYYY | Date of graduation MM / YYYY | Grade and Field |
|---|----------------------------------|--------------------------------|---------------------------------|-----------------|
| Undergraduate engineering degree obtained in a country with or without an agreement | | | | |
| ▪ Degrees in applied sciences, other than engineering | | | | |
| ▪ Combination of studies equivalent to a bachelor's degree in engineering | | | | |
| ▪ Undergraduate degree(s) and above | | | | |

KNOWLEDGE OF THE FRENCH LANGUAGE

 Do you possess a knowledge of French that is suitable for the practice of your profession, in accordance with article 35 of the [Charte de la langue française](#) ?

Yes

No

Please provide us with documents proving your knowledge of the French language. For a list of acceptable supporting documents, see **Annex 3.**

5. DECLARATIONS WITH REGARDS TO PRIVATE PRACTICE



5.1 In the course of your employment, will you engage in private practice in Quebec or in relation to Quebec? A professional engineer is in private practice if he or she provides professional services to a client other than his or her employer or company, in accordance with the professional activities reserved for engineers. The professional activities reserved for engineers are defined in sections 2 and 3 of the Professional Engineers Act. Please see Annex 4 for more information.

Yes

No

DECLARATION OF PROFESSIONAL LIABILITY INSURANCE COVERAGE




5.2 Provide details of insurance coverage below. All personal professional liability insurance coverage shall be in accordance with the [Règlement sur l'assurance de la responsabilité professionnelle des ingénieurs](#).

| | | | |
|------------|-------------------|----------------|------------------------|
| Employer * | Name of insurer * | Contract no. * | Contract expiry date * |
|------------|-------------------|----------------|------------------------|

6. MANDATORY DECLARATIONS

Please answer all questions below.

 Every member of the OIQ must have a professional address. Under section 60 of the Professional Code: "Every professional must elect domicile by informing the secretary of the Order of which he is a member of the place where he principally practises his profession within thirty days after he begins to practise it or, if he does not practise it, of the place of his residence or of his principal work; the domicile thus elected constitutes the professional domicile. He shall also inform the OIQ of all other places where they exercises their profession.


DECLARATION OF PROFESSIONAL DOMICILE

6.1 Where do you practice the profession of engineer?



Primary workplace

Other place of practice

 In accordance with section 45 of the Professional Code, the OIQ may refuse to issue a permit or register you on the OIQ's roll if you have been convicted of a criminal offence related to the practice of the profession or been the subject of a penal or disciplinary decision. The Board of Directors can also decide to register you on the roll, but limit or suspend your right to practice professional activities.

DECLARATIONS OF JUDICIAL (CRIMINAL OFFENCE) OR DISCIPLINARY DECISION MENTIONED IN THE PROFESSIONAL CODE

6.2 Have you ever been the subject of a decision in Canada that found you guilty of a criminal offence, or a decision by a foreign court that found you guilty of an offence that would have been subject to criminal proceedings if it had been committed in Canada?

Yes

No



6.3 Have you ever been the subject of a disciplinary decision by another professional order or similar authority located outside Quebec, resulting in the revocation of your permit, causing your name to be struck from the roll, limiting or suspending your right to practice or the imposition of a similar sanction affecting your right to practice?

Yes

No

6. MANDATORY DECLARATIONS (CONTINUED)



6.4 Have you ever been convicted of a criminal offence under the Professional Code or been found guilty of an offence that, if committed in Quebec, could have been the subject of criminal proceedings?

Yes

No



6.5 Have you ever been prosecuted for an offence punishable by **five years of imprisonment or more**? ([section 59.3 of the Professional Code](#))

Yes

No



6.6 Have you been the subject of a legal recourse (lawsuit, motion to initiate proceedings) filed against you or declared to your insurer regarding your professional liability since April 1, 2015? ([section 62.2 of the Professional Code](#))

Yes

No

If you answered **YES** to any of the above questions, please login to your portal to provide the required information pertaining to your situation.

7. PROJECT DESCRIPTION AND ASSIGNMENT FORM

EMPLOYER

Employer: _____

Client: _____

Title of project: _____

Project site: _____

Please provide an excerpt from the contract describing the mandate:

Date of employer's involvement in the project (MM/YYYY): _____

Estimated duration of the project (specify in months or years): _____

EMPLOYEE

First and last name of the employee: _____

Description of employee's duties on the project

Date of employee's involvement in the project* (MM/YYYY): _____

Estimated duration of project (specify in months or years): _____

| Section reserved for employer | | |
|-------------------------------|--|-------------------|
| Last Name, First Name | | |
| Title | | |
| Signature of the Employer | | Date (DD/MM/YYYY) |

8. SUMMARY OF GUIDELINES FOR THE PRACTICE OF THE ENGINEERING PROFESSION IN QUEBEC

Laws and regulations govern the practice of engineering in Quebec, including:

- The [Code of Ethics of Engineers](#)
- The [Professional Code](#)
- The [Engineers Act](#)
- The [Civil code of Quebec](#)
- Le [Règlement sur l'assurance de la responsabilité professionnelle des ingénieurs](#)
- Le [Règlement sur la formation continue obligatoire des ingénieurs](#)

Professional Code, section 59.2

59.2. No professional may engage in an act derogatory to the honour or dignity of his profession or to the discipline of the members of the order, or practise a profession, carry on a trade, enterprise or business, or hold an office or function that is inconsistent with the honour, dignity or practice of his profession.

Some important sections of the Code of ethics of engineers

2.01. In all aspects of his work, the engineer must respect his obligations towards man and consider the consequences of the performance of his work on the environment and on the life, health and property of every person.

2.03. Whenever an engineer considers that certain works are a danger to public safety, he must notify the Ordre des ingénieurs du Québec or the persons responsible for such work.

2.04. The engineer shall express his opinion on matters dealing with engineering only if such opinion is based on sufficient knowledge and honest convictions.

3.01.01. Before accepting a mandate, an engineer must bear in mind the extent of his proficiency and aptitudes and also the means at his disposal to carry out the mandate.

3.02.01. An engineer must fulfill his professional obligations with integrity.

3.02.04. An engineer must refrain from expressing or giving contradictory or incomplete opinions or advice, and from presenting or using plans, specifications and other documents which he knows to be ambiguous or which are not sufficiently explicit.

3.02.05. An engineer must inform his client as early as possible of any error that might cause the latter prejudice and which cannot be easily rectified, made by him in the carrying out of his mandate.

3.02.07. Where an engineer is responsible for the technical quality of engineering work, and his opinion is ignored, the engineer must clearly indicate to his client, in writing, the consequences which may result therefrom.

3.03.01. An engineer must show reasonable availability and diligence in the practice of his profession.

3.05.03. An engineer must always safeguard his professional independence and avoid any situation which would put him in conflict of interest.

3.05.04. As soon as he ascertains that he is in a situation of conflict of interest, the engineer must notify his client thereof and ask his authorization to continue his mandate.

Mandatory Continuing Education for Engineers

Every holder of a professional engineer's permit must meet the requirements of the regulation on mandatory continuing education for engineers. You will find all the required information [here](#).

IMPORTANT: Although this section contains a number of articles relevant to the practice of the profession, it is the responsibility of the holder of a permit to know and comply with all laws and regulations applicable to the engineering profession.

I have read and understand the information in Section 8, above:

Signature :

Date (DD/MM/YYYY)

9. DECLARATION AND SIGNATURE

- I solemnly declare that all information on this form is complete and accurate.
- I understand that a false statement, failure to report a fact or the transmission of false, altered or fraudulently obtained documents may result in the refusal of my application or the revocation of my permit.
- I acknowledge that if the Admissions Committee of the Ordre des ingénieurs du Québec grants me a temporary permit, I will comply with the laws of the Province of Quebec, in particular the Engineers Act and the Professional Code and its regulations, including the Code of Ethics of Engineers.
- I understand that I will be subject to the requirements of the Charter of the French Language with respect to my knowledge of French.
- I understand that I will be subject to mandatory continuing education obligations as set out in the Regulation (*Règlement sur la formation continue obligatoire des ingénieurs*).
- I also agree that the temporary permit is granted to me personally and that the rights and privileges therein are not transferable to any of my employees or to any other person or corporation.
- I agree to affix my signature and temporary permit seal to every plan and specification that I prepare or cause to be prepared under my immediate direction and supervision. Refer to the Professional Practice Guide.
- I declare that I have professional liability insurance coverage, in accordance with the Professional Engineers Professional Liability Insurance Regulation, for the reserved professional activities that I will be performing under this application for a temporary permit.
- In accordance with section 59.3 of the Professional Code, I agree to inform the Ordre des ingénieurs du Québec of any judicial or disciplinary decision concerning me that may arise during the year, within ten (10) days of being informed.
- I agree to inform the OIQ within ten (10) days of any change in the scope of my mandate for the project. I understand that approval from the OIQ is required before I can perform any activities related to the revised mandate.

Signature

Date (DD/MM/YYYY)

Important: The OIQ reserves the right to request additional documents in addition to the information required on this form.

10. PAYMENT

| | | | |
|--------------------|--|-------------------------------------|---------------------------|
| | Visa <input type="checkbox"/> | Mastercard <input type="checkbox"/> | Expiration Date (MM/YYYY) |
| Credit card number | I have enclosed a check made out to "Ordre des ingénieurs du Québec" | | |
| Signature | Date (JJ/MM/YYYY) | | |

Please send this completed form to the following email address :

permisprojets@oiq.qc.ca



ANNEXES

The following annexes will help you better understand the temporary permit application process.

Please read them carefully.

If you have any questions, contact us:

permisprojets@oiq.qc.ca

WHAT IS A TEMPORARY PERMIT FOR A SPECIFIC PROJECT?

THE ENGINEERING PROFESSION IN QUEBEC

Several laws and regulations govern the practice of professions in Quebec. Thus, the Professional Code, the Engineers Act, the *Charte de la langue Française* and several other regulations govern the professional activities of engineers.

Only those who hold an engineering permit and are registered with the Ordre des ingénieurs du Québec may practice engineering or use the title of engineer in Quebec.

To obtain the title of engineer in Quebec, each applicant must satisfy **these 3 conditions**:

1. Demonstrate his or her engineering knowledge and professional experience
2. Demonstrate knowledge of the laws and regulations governing the engineering profession in Quebec
3. Demonstrate an appropriate knowledge of French to practice the profession.

THE TEMPORARY PERMIT

A temporary permit is granted for a limited period and for a specific project to a person who will carry out professional activities in Quebec.

Temporary permits are only granted to individuals. Even for a temporary permit, the applicant must meet the 3 main conditions mentioned above.

A temporary permit is issued for a period of one year from the date of issue of the permit.

It generally takes 10 to 12 weeks for a permit application to be approved, starting from the date of reception of all documents. This delay may vary depending on the Admissions Committee's meeting schedule.

ANNEX 2 TYPES OF ELIGIBLE PROFILES

Four profiles are eligible for a temporary permit under section 41 of the Professional Code:

- Professional engineers who are members of another professional association;
- Holders of an engineering degree that is covered by an agreement (ARM) or the Washington Accord;
- Holders of an engineering degree that is not covered by an agreement (ARM) or the Washington Accord;
- Holders of a legal authorization to practice engineering issued outside of Quebec.

Engineering degree covered by a Mutual Recognition Agreement or ARM between France and Quebec

Holders of a diploma issued at the end of a training program accredited by the Commission des Titres d'Ingénieur (CTI) and leading to the title "ingénieur diplômé" in France may obtain a temporary permit.

To ensure that your engineering degree is part of this agreement, please consult the list available on the [OIQ's website](#).

If the degree or specialty is not listed, the degree may be considered "without agreement".

IMPORTANT: Some CTI-accredited training programs are not covered by the agreement and do not qualify for a temporary permit. These include, for example, training in agronomy, land surveying, forestry engineering or business engineering. The same is true for specialized training. It should also be noted that this agreement (ARM) does not apply to qualifications issued following the validation of prior learning or those issued outside France or following a program of study outside of France.

The list of accredited programs can be consulted on the CTI website.

Frequently asked questions:

Question: The engineering degree and specialty listed in the agreement (ARM) are different from those on my degree, but the training is the same. Can I get a temporary permit?

Answer: A decree or communication from the CTI confirming this information is required if the academic training is the same. The educational institution may also confirm this information. In this case, you are eligible for a temporary permit.

Engineering degree covered by the Washington Accord

To ensure that your engineering degree is part of this agreement, please verify that your country and your degree are covered by the [Washington Accord](#).

Engineering degree not covered by an agreement under the Washington Accord or a mutual agreement

If you are not currently registered as a professional engineer with an association in Canada and your engineering degree is not covered by a mutual recognition agreement, you may be required to write a technical exam or attend a technical interview, depending on the OIQ's requirement.

Engineering in Quebec: a profession governed by the *Charte de la langue française*

In Quebec, professional orders can only issue permits to people who have an appropriate knowledge of French, the official language, to practice their profession (section 35 of the *Charte de la langue française*).

If a person completed their studies in Quebec, they only need to provide a copy of their high school certificate issued by the Ministry of Education.

In Quebec, professional orders may only issue permits to persons who have sufficient or appropriate knowledge of French, the official language of this province.

Under section 35 of the *Charte de la langue française*, a person is deemed to have this knowledge if:

- they have received, on a full-time basis, at least three years of high school or post-secondary education given in French;

or if

- they have passed the examinations in French as a first language in the fourth or fifth year of high school (in Quebec);

Or if

- they have obtained a high school diploma in Quebec as of the 1985-1986 school year. In that case, the person only needs to provide a copy of their high school certificate issued by the Ministère de l'Éducation.

Do you have knowledge of the French language which is sufficient to practice the profession:

| | |
|--|--|
| You answered "Yes" and justified your knowledge of the French language | The permit will be issued under section 41 of the Professional Code. It may be renewed until the end of the applicant's assignment. |
| You answered "No" | The permit will be issued under section 41 of the Professional Code and section 37 of the <i>Charte de la langue française</i> . It may be renewed up to three times by the Ordre des ingénieurs du Québec, with the authorization of the Office québécois de la langue française. |

Renewal:

The permit will be issued under section 41 of the Professional Code. It may be renewed until the end of the applicant's assignment.

For those who have not demonstrated appropriate knowledge of French:

The permit may be renewed a maximum of three times upon authorization from the Office québécois de la langue française.

If the applicant's assignment will last longer than 48 months, please notify the Ordre des ingénieurs du Québec at the outset.

Frequently asked questions:

Question: I am French or from another French-speaking country, do I have to prove my knowledge of the French language?

Answer: Yes, all applicants for an engineering permit must meet this government requirement.

Question: If I studied in French outside of Quebec, how do I prove that I have adequate knowledge of French?

Answer: You must provide an official copy of your transcripts of at least 3 years of full-time study in French or an attestation issued by the Office québécois de la langue française indicating that you have passed the French language tests.

Question: What is the Office québécois de la langue française or OQLF?

Answer: It is an organization designated by the Government of Quebec whose mission is to ensure compliance with the *Charte de la langue française*. For more information, visit their [website](#).

Professional liability insurance: what is private practice?

The Ordre des ingénieurs du Québec must be informed of the type of practice of each candidate.

Private Practice:

In accordance with section 3 of the *Règlement sur l'assurance de la responsabilité professionnelle des ingénieurs*, a professional engineer in private practice, other than one referred to in sections 5 or 6 of that Regulation, must subscribe to the group professional liability insurance plan entered by the OIQ, which provides coverage against liability that the engineer may incur because of faults committed in the course of their practice.

A professional engineer is in private practice if they provide, to a client other than their employer or firm, professional services corresponding to professional activities reserved for engineers (under sections 2 and 3 of the Engineers Act).

Members are in private practice if they:

- work for a consulting engineering firm
- provide professional engineering services to external clients (e.g., self-employed consultants, building and other inspectors, members who work in an analytical laboratory, a university employee providing services to university clients, or any other expert who provides advice on a professional activity reserved for engineers).

If you are engaged in professional activities reserved for private practice, you are required to enroll in the group professional liability insurance plan issued by the OIQ's exclusive broker, at the very least for the work performed on the project for which you are requesting a temporary permit. You must provide the OIQ with information regarding your liability insurance coverage.

An exemption may be granted in certain circumstances, see sections 5 and 6 of the [Regulation](#) – in French.

For questions regarding professional liability insurance:

- > Read the regulation (in French): [Règlement](#)
- > Read our [FAQ](#) (in French)
- > Email us: arp@oiq.qc.ca

The OIQ's exclusive broker is:

BFL CANADA risques et assurances inc.
2001, avenue McGill College, #2200
Montreal (Quebec) H3A 1G1
Phone : 514 315-4529 ou 1 833 315-4529
Email : ingenieur@bflcanada.ca



PART 1 (Section filled out by the applicant)

Please fill out the section below. Add the name of your professional association and your member number and send this document to your professional association and have them fill Part 2.

| | | | |
|---|----------|-------------|---------------|
| Date (YYYY/MM/DD): | | | |
| Date of birth (YYYY/MM/DD): | | | |
| Last name: | | First name: | |
| Member of the Association of Professional Engineers of: | | | |
| | Province | | Member number |



PART 2 (Section filled out by the professional association)

The person named above has applied for a temporary permit in Quebec, and states that they are a member of your association. Please complete the fields below.

| | | |
|---|------------------------------|--|
| Is the person named above a full-fledged member of your association? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Registration granted as a full member (DD/MM/YYYY): | | |
| Member number: | Status: | Annual fees are paid up to: Date (DD/MM/YYYY) |
| If this member has resigned, or their membership has lapsed, please give date (YYYY/MM/DD): | | |
| Has this person ever been subjected to any disciplinary action? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Has this person passed a professional practice exam? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Academic qualifications were accepted based on the following:

| | | |
|---|----------------------|--|
| Canadian accredited bachelor program in engineering | Degree (year, month) | |
| | Program | |
| | Institution | |
| Other qualifications: foreign institution, college diploma, science degree, etc. *If exams were required, please provide subjects and marks on a separate document | | |

Please send to:

permisprojets@OIQ.QC.CA

| | |
|--------------------|--|
| Signature: | |
| Title: | |
| Association: | |
| Date (DD/MM/YYYY): | |

CERTIFICATION OF ENGINEERING EXPERIENCE

INSTRUCTIONS

- You must provide at least one relevant engineering experience that demonstrates that you have the engineering skills required to perform your assignment on the project.
- A referee engineer must confirm your qualifications for each experience submitted.
- Certifications submitted with your application must have the required signatures. Original or electronic signatures are acceptable.
- Any incomplete engineering experience certification form will not be processed.

THE FORM MUST BE SENT BY EMAIL TO THE FOLLOWING ADDRESS: permisprojets@oiq.qc.ca

DESCRIPTION OF WORK EXPERIENCE

You must demonstrate, through your relevant engineering work experience and accomplishments, that you have acquired the engineering skills required to perform your mandate on the project.

You must include a brief description of the company and an explanation of your duties and responsibilities.

CONTEXT AND WORK SITUATION, RESPONSIBILITIES WITHIN THE COMPANY

| ENGINEERING ACTIVITIES | ACCOMPLISHMENTS |
|------------------------|-----------------|
| | |
| | |

| | |
|------------------------------|----------------------------|
| Applicant's initials : _____ | Referee's initials : _____ |
|------------------------------|----------------------------|

| ENGINEERING ACTIVITIES | ACCOMPLISHMENTS |
|------------------------|-----------------|
| | |
| | |
| | |
| | |

| | |
|------------------------------|----------------------------|
| Applicant's initials : _____ | Referee's initials : _____ |
|------------------------------|----------------------------|

DECLARATION AND SIGNATURE OF THE APPLICANT

I solemnly certify and affirm that the information given on this form and any attached documents are true, accurate and unaltered.

I hereby give the OIQ permission, if needed, to contact the persons or organizations that drawn up, signed, produced or certified the documents in my file for the purpose of verifying their truth and accuracy.

I understand that a false declaration, failure to report a fact or the transmission of false documents, altered or fraudulently obtained documents may lead to sanctions, such as the suspension of my file, the refusal of my permit application or the revocation of my permit.

Applicant's signature _____

Date (yyyy/mm/dd) _____

REFEREE'S EVALUATION OF WORK EXPERIENCE

Period for which you are evaluating the applicant's work experience and during which you have had personal knowledge of the applicant's work.

From: _____ To: _____
(yyyy/mm/dd) If applicable (yyyy/mm/dd)

REMARKS

Provide your assessment of the applicant's skills by selecting the stated assessment levels that correspond to each of the common engineering skills:

Rating

| | |
|--|--|
| Act professionally | |
| Technical competences | |
| Establish the mandate | |
| Search for relevant information and data | |
| Determine the solution | |
| Design the solution | |
| Monitor implementation of the solution | |
| Support operations | |
| Communicate effectively | |
| Demonstrate professional skills | |
| Manage technical risks | |
| Manage your projects and teams | |

DECLARATION AND SIGNATURE OF REFEREE

I certify and solemnly affirm that the information given on this form and any attached documents is true, accurate and unaltered.

Referee's signature _____

Date (yyyy/mm/dd) _____