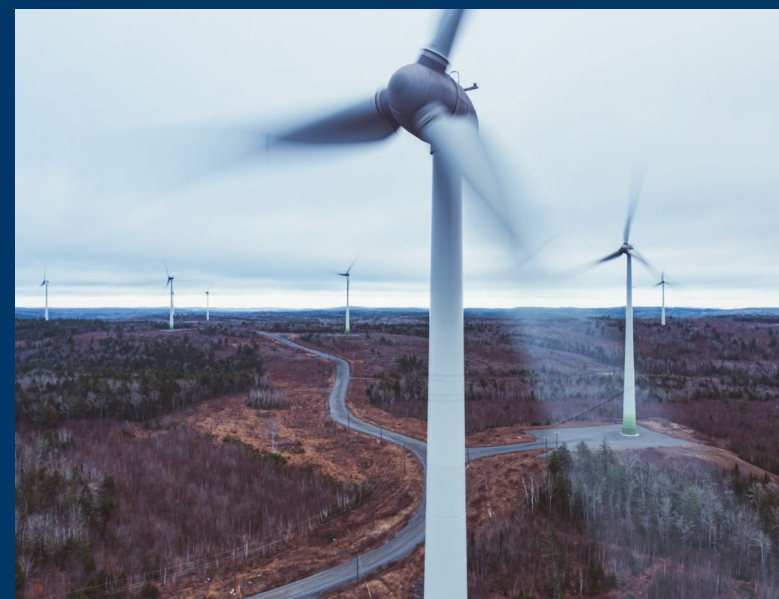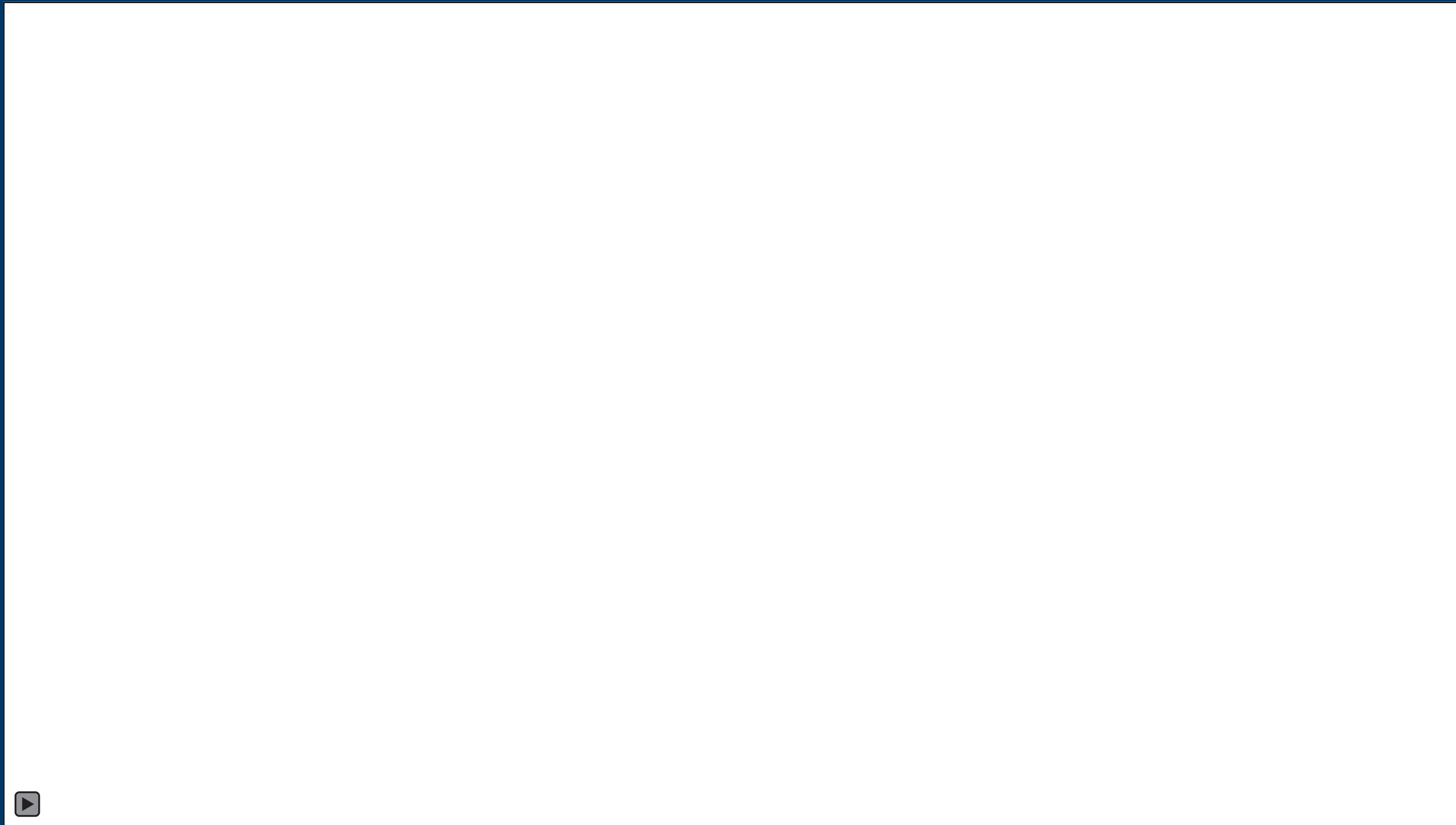# Competency Based Assessment (CBA)

Shanice Bryce, Director of Registration

December 2024

A safe and sustainable Nova Scotia protected by accessible, progressive, and trusted regulation of the engineering profession

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CBA Introductory Video

What is CBA?

- **The CBA system is an online system used to report experience.**

- **CBA will replace the current method (Board of Examiners and Mentor experience reviews) used to assess experience for applicants and EITs.**

- **The 48 month work experience, including at least 12 months in a Canadian environment requirements will not change.**

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34 Competencies

- **The 34 competencies and their indicators are detailed on this website:**
  - [Indicators-Report (competencyassessment.ca)](competencyassessment.ca)
- **They fall within 7 categories**
  - **Technical Competence**
  - **Communication**
  - **Project & Financial Management**
  - **Team Effectiveness**
  - **Professional Accountability**
  - **Social, Economic, Environmental, and Sustainability**
  - **Personal Continuing Professional Development**

What is the process?

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- **Self-Assessment:** applicants begin by providing examples from their own experience for each of the 34 competencies and self-evaluating their performance against the rating scale.

- **Submission:** Applicants can submit documentation online in support of a particular competency; this supporting documentation will only be required if an assessor requires proof of that specific competency.

- **Validation:** Individuals nominated by the applicant who are familiar with the applicant's work validate their competencies and experience and provide their rating.

- **Evaluation:** Assessors review submitted materials and rate each of the competencies.

- **Feedback and Development:** Applicants receive feedback and may need to revise their submissions or acquire additional experience within the competencies based on the CBA results.

Roles: Who's Who?

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- **Applicants**: Individuals applying for registration as a professional engineer (P. Eng.) or engineering licensee (Eng. L.)

- **Validators**: Individuals who have first-hand, professional knowledge of the applicant's work (usually a supervisor or colleague)

- **Assessors**: Anyone who conducts competency assessments (usually a professional engineer)

Mentor Program Transition Tiers

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Approved Experience as of December 31, 2026	Required Competencies
12 months or less	Must report on 34 competencies
>12 months ; <24 months	Must report on 26 competencies
>24 months ; <36 months	Must report on 19 competencies
>36 months ; <48 months	Must report on 8 competencies

These tiers were established using the existing work experience requirements, professional accountability and Canadian environment considerations, and the progression of an engineer throughout their career.

The requirement to complete the remainder of the 48 months of experience does not change with the introduction of CBA.

Timelines

- **October 1 – November 30, 2024**
  - Pre-pilot program training for assessors using sample applicants.

- **January 1 – June 30, 2025**
  - Pilot program launch with select NS applicants, assessors, and validators.
  - Volunteer applicants and EITs are required for the pilot program.

- **July 1, 2025**
  - All new applicants using the CBA instead of the Mentor Program.

- **December 31, 2026**
  - Experience assessments through the Mentor Program ends, detailed experience records no longer accepted.

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Questions?

Website for more information: Competency Based Assessment (CBA) Program