



BY-LAW NO. 4 – CERTIFICATE OF AUTHORIZATION

By-law No. 4

A By-law relating to the Certificate of Authorization of the Association of Professional Geoscientists of Ontario as approved by the Council on September 7, 2001.

BE IT ENACTED

as a By-law of the Association of Professional Geoscientists of Ontario (hereinafter called the “Association”) as follows:

GENERAL

1. Any company or corporation, partnership or other entity that employs professional geoscientists and undertakes or provides geoscience activities within the definition of the Act and Regulations, shall be required to be a holder of a Certificate of Authorization (the “Certificate”).
2. A Certificate is not required for a sole proprietorship, a partnership or other entity that offers services in the name of one or more members of the Association and each of whom are members of the Association. A sole proprietorship, a partnership or other entity may apply for a Certificate in accordance with the Registration Regulation.
3. A member of the Association shall not be prohibited from accepting employment as a professional geoscientist for a corporation that does not engage in the practice of professional geoscience.

APPLICATION

4. The Registrar shall provide an application form for a Certificate for the purpose of the Act and Registration Regulation, which form shall be approved by Council.
5. A company or corporation, partnership or other entity that desires a Certificate shall submit an application form and application fee as set out in By-law No. 2 to the Registrar. The applicant shall provide additional information as may be required by the Registrar and/or the Registration Committee.
6. Subject to Section 5 of this By-law, every applicant who in the opinion of the Registrar and/or Registration Committee has complied with the requirements as set out in the Act and Registration Regulation shall be granted a Certificate.

REINSTATEMENT

7. An applicant who has held a Certificate within the past five (5) years may submit a request in writing to be reinstated. The Registrar shall provide an application in the approved form for reinstatement.
8. An applicant for reinstatement of a Certificate shall pay the reinstatement fee as prescribed in By-law No. 2 and shall pay any outstanding dues owed to the Association.

9. The Registrar and/or the Registration Committee may require an applicant for reinstatement to:
 - (a) submit a statement that professional geoscience activities have not been conducted within Ontario during the period that there was not a Certificate in place; and
 - (b) subscribe to and abide by the requirements of the Certificate that are in force at the time of making application for reinstatement.

CERTIFICATE

10. The Registrar shall issue to each company or corporation, partnership or other entity a Certificate in the form approved by Council, signed by the President and Registrar indicating:
 - (a) the name of the company or corporation;
 - (b) partnership or other entity;
 - (c) the registration number;
 - (d) the date of registration;
 - (e) the name or names of the members who are the designated responsibility holders for the Certificate; and
 - (f) that the named company or corporation, partnership or other entity is entitled to engage in the provision of geoscience activities in the Province of Ontario.
11. The Certificate shall be prominently displayed in the place of business of the Certificate holder.
12. The member or members designated by the holder of a Certificate shall notify the Registrar in writing within 30 days of ceasing to be in charge of the practice of professional geoscience on the Certificate holder's behalf.
13. The member or members designated by the holder of a Certificate shall notify the Registrar in writing within 30 days of ceasing to hold responsibility for compliance with the Act, Regulations and By-laws on the holder's behalf.
14. The holder of a Certificate shall provide updated information in writing to the Association with the annual renewal.
15. The Registrar may request updated information in writing of the holder of a Certificate upon receiving notification of change from a person or persons designated to hold responsibility for the practice of professional geoscience or for compliance or at any other time that the Registrar has reason to believe that the holder of the Certificate is not in compliance with the Act, Regulations, By-laws or conditions of the Certificate.

16. In the event that there is a change in the information on the Certificate, the Certificate, if unexpired, shall be surrendered by the holder and a new Certificate issued by the Registrar.

REPLACEMENT

17. In the event that a Certificate is lost or damaged, the Registrar may issue a replacement Certificate to a holder in good standing upon receipt of a written request from the certificate holder and payment of the fee as set out in By-law No. 2.

LIABILITY INSURANCE

18. An applicant for a Certificate shall submit to the Registrar a statement of professional liability insurance including the amounts, terms and conditions and policy number.
19. A holder of a Certificate shall notify the Registrar in writing, and shall inform each current client within ten (10) days of the receipt of the policy of insurance, or any notice of amendment to or cancellation of the policy of insurance, under which the Certificate was issued.

OTHER ASSOCIATIONS

20. The Registrar may cooperate with the Registrar and/or registration officials in each of the other provincial and territorial Associations in establishing and implementing information exchange and transfer procedures for applicants who are registered with such Associations or for certificate holders of the Association who wish to transfer into or be recognized by those Associations.