

ALSA Continuing Competency Review Program

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History

- Pre-1988: plans checked prior to registration at Director of Surveys Office
- Practice Review Board established in 1988 in *Land Surveyors Act*

Practice Review Board

12(1) There is hereby established a board called the Practice Review Board to exercise the powers and perform the duties given to it by the Council or under this Act, the regulations or the bylaws, consisting of not fewer than 5 members as follows:

Practice Review Board (PRB)

- The powers of the PRB are outlined in the *Land Surveyors Act*. The Board has the power to:
 - (b) conduct a review of the practice of a practitioner in accordance with this Act and the regulations.
 - (3) The Board may at any time during an inquiry or review under this section recommend to the Discipline Committee that the inquiry or review be conducted by the Discipline Committee pursuant to Part 5.

Practice Review Board

(3) If a practitioner does not co-operate with the person conducting the preliminary investigation, the Board may make a complaint in writing to the Discipline Committee and the failure or refusal to co-operate may be held by the Discipline Committee to be unprofessional conduct.

(5) The Board may, after a review under this section with respect to an individual practitioner, make any order that the Discipline Committee may make under section 53 or 54.

- PRB reviews CCR reports and makes educational, improvement based recommendations



Review Frameworks

- Professional Audit Branch (1988 – 1993)
- Three phases of Systematic Practice Review (1994-2010)
- Three phases of the Continuing Competency Review (CCR) Program (2010 - present)
- Common thread is that all are intended to be educational!




CCR Program

- Review guidelines, procedures, policies etc. are outlined in our Council approved Framework Document and Procedures Policy Document
- Active ALSs are subject to review at least once every four years
- Reviews done by Director of Practice Review (DPR), one administrative assistant and a contract field ALS on an as-needed basis

Initial Review

- ALS is asked to complete an on-line questionnaire
- ALS self-selects 10 'typical' products and sends them to DPR
- DPR chooses one and requests field notes
- DPR reviews questionnaire responses, examines product and field notes, (field inspection) and prepares report for the PRB
- A lead assessor reviews the report (alongside product) and the PRB makes recommendations

Typical Recommendations

- Commends you for your well-drafted plan and excellent field notes
- Encourages you to confer with fellow professionals, review literature and attend seminars as may be required to remain current on field and survey plan requirements
- Reminds you that the PRB expects that you will be familiar with current standards and procedures and be involved in the Association if you return to Alberta 

Typical Recommendations

Thank you for participating in the CCR process.

A report for your file was reviewed at the Practice Review Board's February 27, 2019 meeting. Based on this review, the PRB:

1. *Expects you to work with your crew to ensure all field work is accurately documented. The extent of search for governing evidence, in this case wooden posts, should be properly documented in the field notes and when appropriate, found no mark should be drafted onto the plan. It is not acceptable to show found no mark on a plan where a search was not conducted.*
2. *Encourages you to ensure that the governing evidence is shown (found, lost or re-established) for every boundary you are retracing or intersecting on future plans.*
3. *Expects you to review proper survey methodology with your field crews to explain what a closed traverse is and to highlight the importance of using appropriate backsight and foresight lengths.*
4. *Encourages you to continue to review field notes and regularly conduct field inspections as part of your staff training program and to ensure standards are maintained.*

This review is deemed complete and your file is closed. However, you will be scheduled for an early Phase 4 review, which may be subject to a field inspection.

Typical Recommendations

Thank you for participating in the CCR process.

A report for your file was reviewed at the Practice Review Board's January 8, 2019 meeting. Based on this review, the PRB:

1. *Commends you for your excellent field notes.*
2. *Encourages you to conduct more independent redundancy checks. For example, 'check chaining' between posts would have helped you identify a problem with the relative position of the posts and would have probably led you to discover that the coordinates were inadvertently shifted.*
3. *Encourages you to continue to work on improving your plan checking process. As you noted in your response to the Director of Practice Review, there is a notation for the detail missing from the plan that should have been detected during the plan checking process.*
4. *Expects that you will take the appropriate steps to move the incorrectly posted monuments such that they are placed in accordance with their registered coordinate positions.*
5. *Expects that you will complete a plan correction to rectify the drafting error (detail label) and to identify how and when the incorrectly placed posts were altered.*

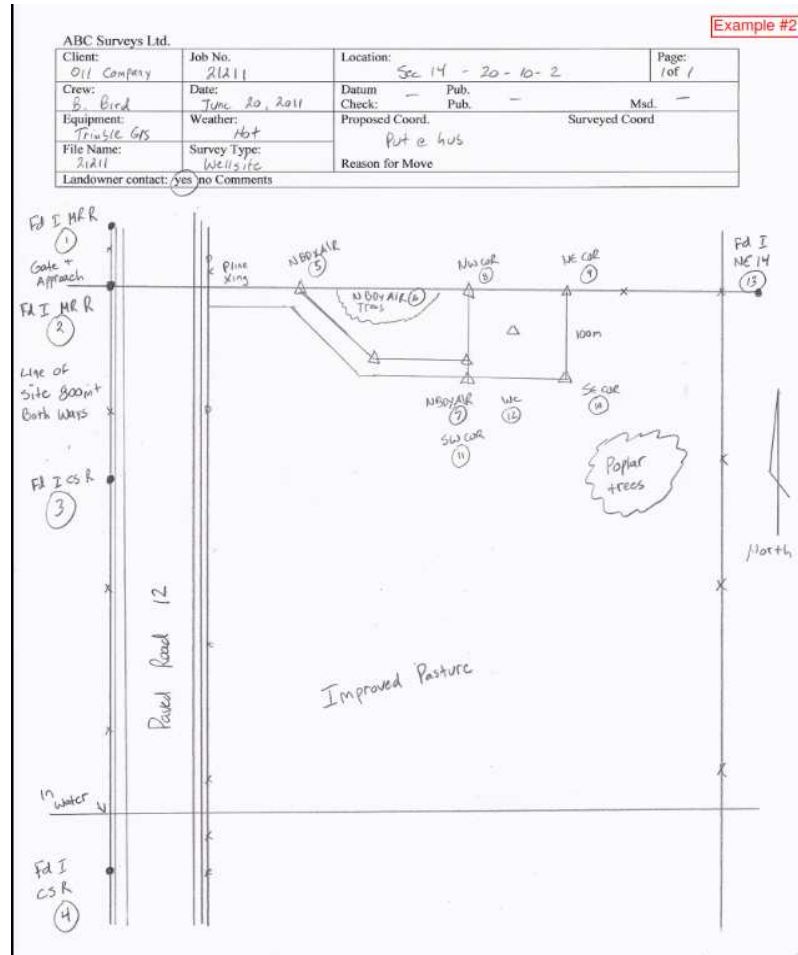
A comprehensive review will be conducted in the summer of 2019.

Comprehensive Review

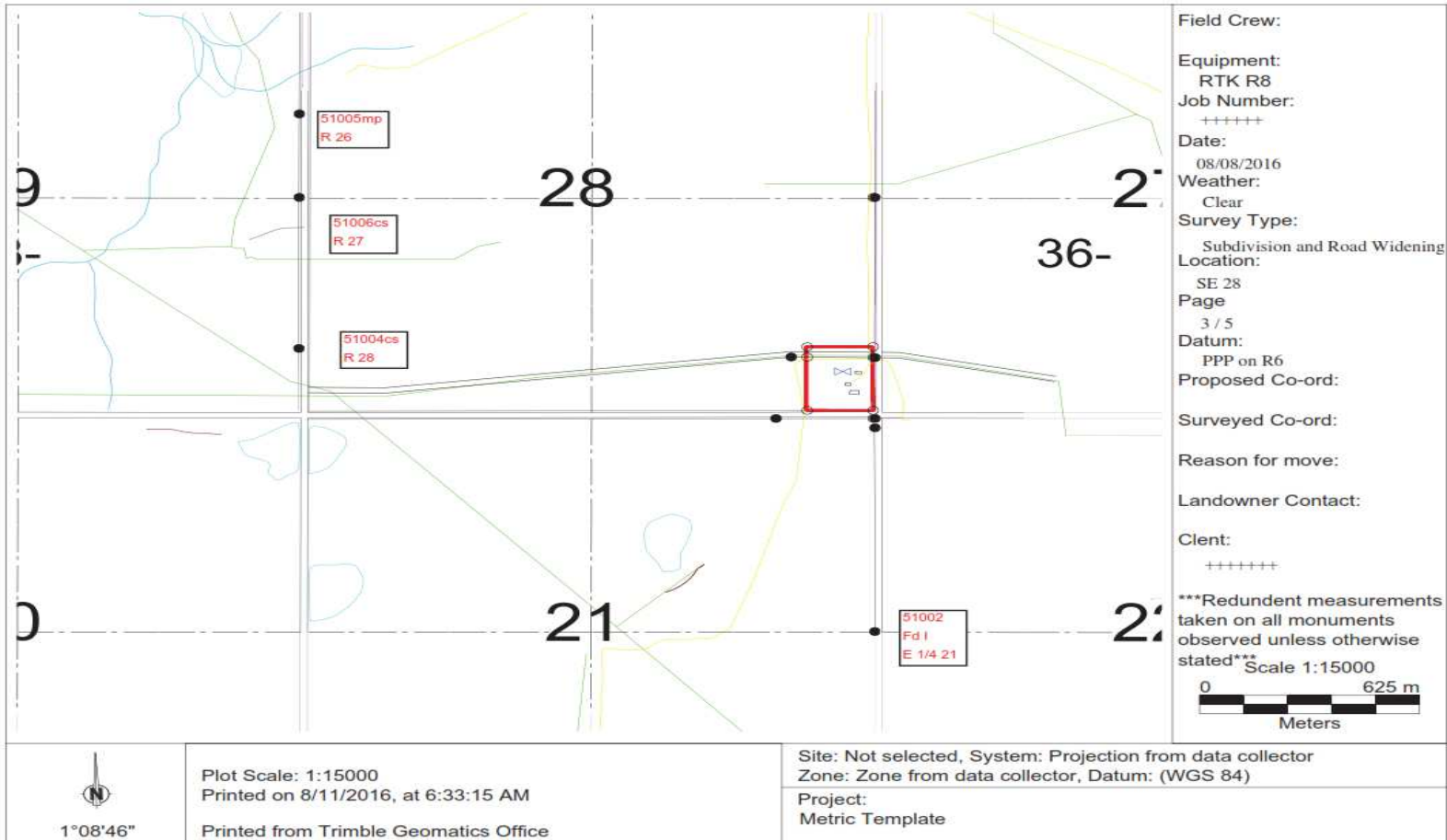
- DPR meets face-to-face with ALS
- ALS selects a product for DPR to examine and field inspect
- DPR examines product and field notes, does field inspection, and prepares a report for the ALS
- ALS responds and DPR prepares a report for the PRB
- PRB reviews report and makes recommendations



CCR Results – Field Notes



CCR Results – Field Notes




CCR Results – Field Notes

Field Notes Title Page		p. 1 of 5	
Project #	351		
Client			
Location	15-23 to 12		
Survey Type	PL RW Asbuilt, MLL Asbuilt / Posting		
Supervisor	Ben		
P/C	Kevii		
Assist. (s)	Kenc		
	Brett		
File name	10430-1	Aug 23rd to	
Completion Date	Aug 24, 2018		
base (type, s/n)	R8 M3 1461		
rover (type, s/n)	R8 M4 4326		
Total Station (s/n)			
Base info			
	date	Aug 23, 2018	Aug 24, 2018
Pt #	3012	3012	
Hi	1.409	1.650	
Check pt #	3009	3009	
Weather	Smoky	Overcast/sun	
Temp/Press	12 to 18 deg	7 to 16 deg	
start			
Hz err.			
Vt Err.			
end			
Hz err.			
Vt Err.			

Check List	OK	N/A
Evidence		
Desc. Of FDI's/Cond/Mp/Mk's	✓	
Monuments Placed/Removed/Mp	✓	
Evidence Reports (Sec. Evidence, old road plans)		✓
ASCMS tied in (condition report completed)		✓
Traverse & RTK		
Close Traverse in Field		✓
Redundant Measurements	✓	
Elevations		
BM names, Infill, 2BM's		✓
Redundant meas on W/C & Cor.'s	✓	
Elevations of water wells, etc (200m)		✓
Topo Details		
Residence Sketch		✓
Shot Points - Hz & Vrt ties, sketch		✓
Powerlines, Co-op, Telus, Line of sight		✓
Condition of approach	✓	
Buried Pipes - Locate/stake	✓	
Tree/Bush type, Diameter	✓	
Field - Crop, Pasture, etc.		✓
Water Courses - size/Dir Depth/Profile		✓
Access to Public Road		✓
Nearest Surf Development/Urban cntr		✓
Campsite, Borrow Pit, Sump, Log Decks		✓
Photographs, Overall sketches	✓	
Water wells (within 800m for CBM, 200m other)		✓
Comments:		



CCR Results – Field Notes

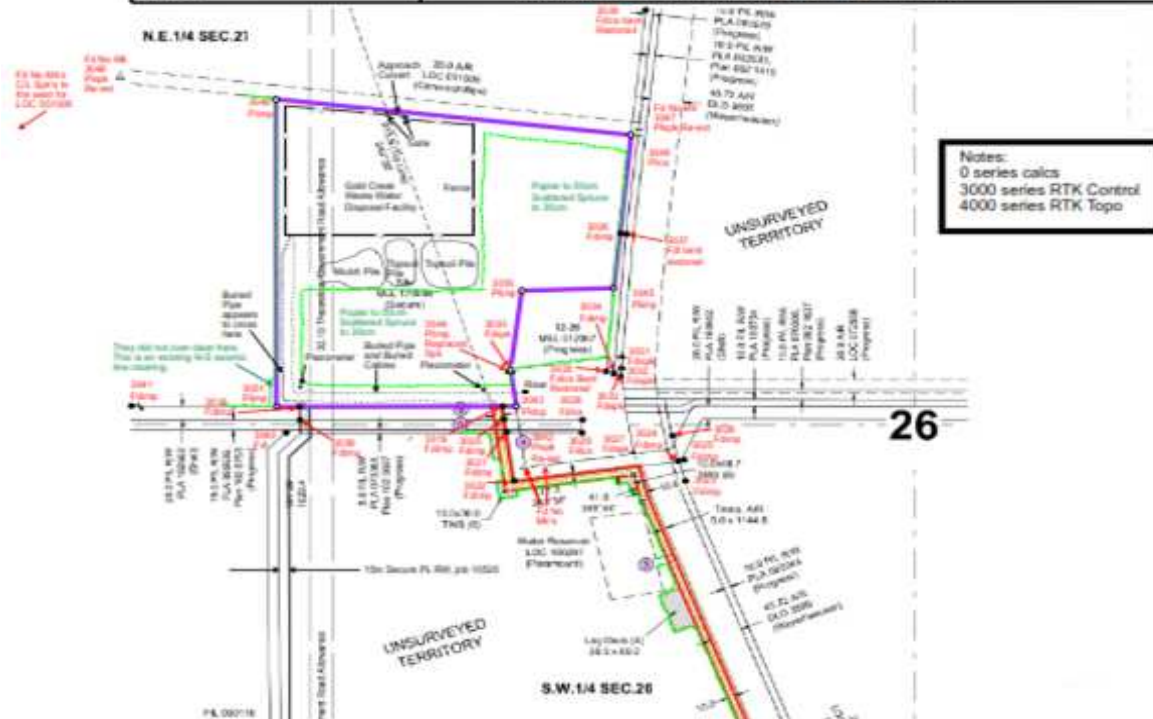
Job No. 35	Date Aug 23, 2018	Page 3 of 5
Station Name Plspk NE Cor	Station No. 3012	File No. 1461
Receiver R8 M3	Controller TSC3	Antenna R8
Hi 1.409 m	ft. Measured to: Cent bump	True Vertical No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>
Start Time: 8:25 am	UTC	Start Time: -
Start Time:	UTC	Start Time:
Obstructions: N/A	Operator: KL	
Weather Conditions: 12 to 18 deg	Legal: 15-23	
 <p>See sketch</p> <p>Aug 24th Start: 8:51 am HI: 1.65m</p> <p>Check Spk 3009</p> <p>Did not use points 3000 and 3001 for these 2 surveys. There was a completions crew on 15-23 on Aug 23rd</p>		

Job# 35	Date: Aug 23rd to Aug 24th	Page 4 of 5	
Point #:	CODE	DESCRIPTION	ANT. HT. 2.00m
4088-4127	Treeline		
4128-4161	Pipe_u/g		
4162	Valve_u/g		
4163-4181	Pipe_u/g		
4182-4195	Fence	Fence around waste water disposal facility	
4196-4206	Treeline		
4207	Piezometer		
4208-4227	Pipe_u/g		
4228-4248	Pipe_u/g cable_u/g	Common trench	
4249	Piezometer		
4250-4304	Treeline		
4305-4330	Topsoil Pile		
4332-4350	Topsoil Pile		
4351-4380	Mulch Pile		
4381-4384	Treeline		
4385-4403	Gravel edge		
4404-4405	Culvert top		
4406-4413	Treeline		
3003	Fdimp		
3004	Fdimp		
3009	Plspk NW Cor	Check spike	
3012	Plspk NE Cor	Base	
3018-3026	Fdimp's		
3027	Fdspk	SE Cor CNRL WS	
3028-3029	Fdics's		
3030	Fdspk	NW Cor CNRL WS, replaced with pin 3044	
3031	Fdspk	NE Cor CNRL WS	
3032-3033	Fdics's	CNRL WS Cor's	
3034	Fdimp		
3035	Fdics bent restored		
3036	Fdimp		
3037	Fdi bent restored		
3038	Fdics bent restored		
3039	Fdimp		
3040	Fdi		
3041	Fdimp		
3042	Plspk Re-est	SW Cor CNRL WS	
3043	Plimp		
3044	Plimp	Replaced Spike 3030	
3045	Plics	On edge of road grade	
3046	Plics		
3047-3048	Plspk's Re-established	C/L Spikes from LOC, Fd no mks	
3049	Plimp		
3050	Plimp	Cut window in bush	
3051	Plimp		



CCR Results – Field Notes

Client:	Job No: 31	Location: 15-23 to 12-26 12-26-67	PL RW M.L. job	Page: 5 of 5
Crew: Kondy Bratt	Date: Aug 23rd to 24th, 2018	Datum: Base Check:		
Equipment: RTK RB	Weather: 10 to 18 deg, smoky 7 to 16 deg, overcast	Original co-ord:	Proposed co-ord:	
File Name: 1047	Survey Type: PL RW Asbuilt M.L. Asbuilt / Posting	Reason for move:		
Land owner: Crown Contact:	Comments: Strippings not pulled back on PL RW. Have all treelines and buried Pipe tied and all evidence found. Will wait to post when PL RW is cleaned up.			



CCR Results – Field Notes

Date:	9/1/16
Location of evidence:	SE36
Description of evidence:	Fd. 1. Mp 0.25 R17
Point Number:	1006
Condition:	Good
Colour/age of evidence:	Square, Grey
Markings:	Crown
If not found extent of search	

Proximities From Pin		
Distance (m)	Direction to object	Object
1	S	Utility pedestal



Facing North



Facing East



Facing South



Facing West



No legible markings other than crown

Date:	9/1/16
Location of evidence:	NE26
Description of evidence:	Fd. No. Mk.
Point Number:	5004
Condition:	
Colour/age of evidence:	
Markings:	
If not found extent of search	Had tone w/ pinfinder-was a large rock. Removed rock and scraped beneath. Fd. No mk.

Proximities From Pin		
Distance (m)	Direction to object	Object



Facing North



Facing East



Facing South



Facing West



No trace



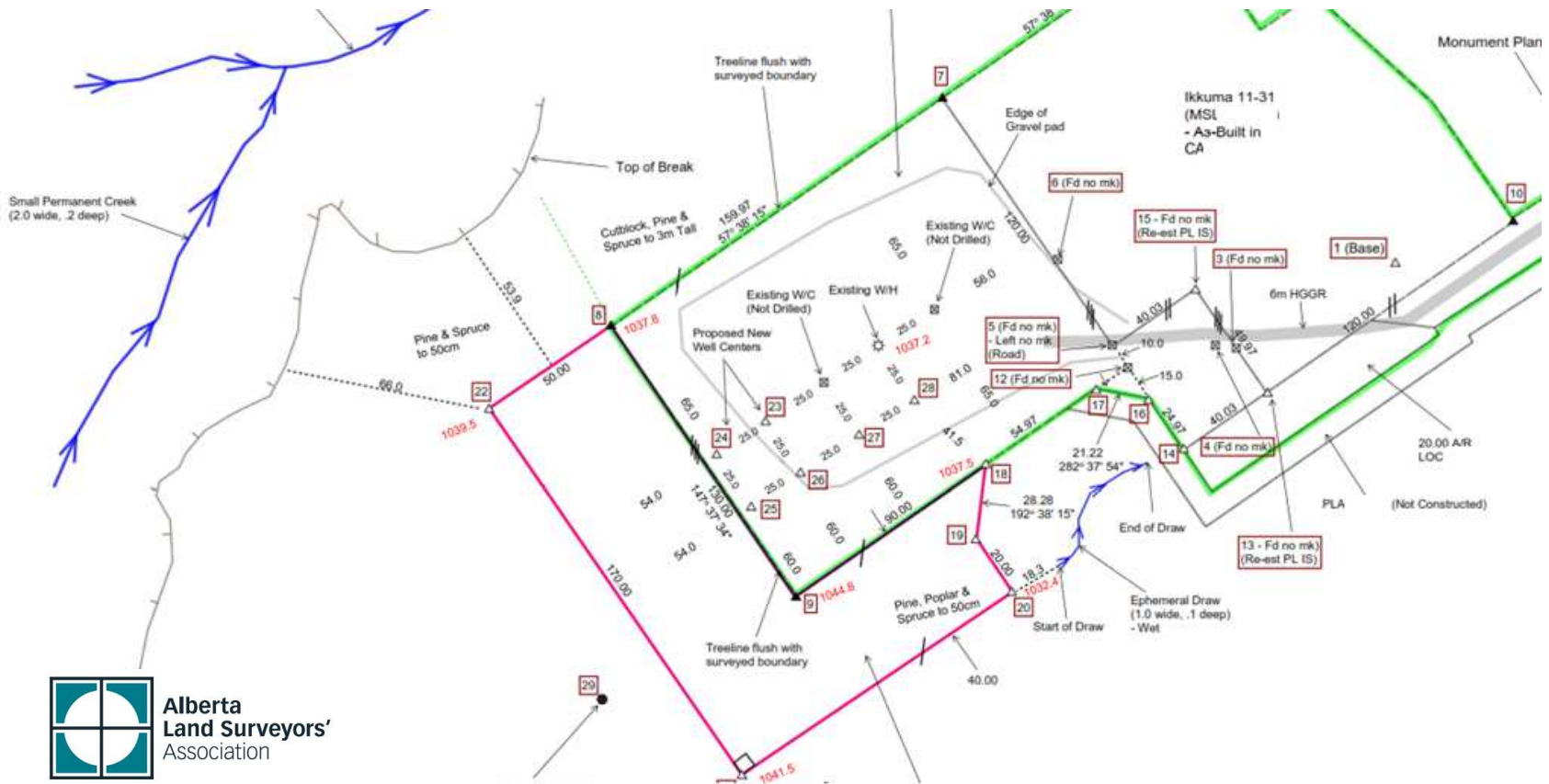
CCR Results – Field Notes

Job No.	CA-0056-17-W3	Surveyor	MMB
Page No.	of	Assistant	MJ
Date	June 20/17	District	
L.S.	12	Sec.	21
Top		Rgs.	W.
Base Point # 1			
Point #	Description	Height of Rod	
2	Start Chk H: .008 V: .004	1.00	
18	PL IS (Flush)	1.00	
18	chk H: .012 V: .017	2.10	
19	PL IS (Flush)	2.10	
19	chk H: .007 V: .015	2.40	
20	PL IS (Flush)	2.10	
20	chk H: .010 V: .020	1.00	
21	PL IS (Flush)	2.10	
21	chk H: .015 V: .016	2.40	
22	PL IS (Flush)	2.10	
22	chk H: .013 V: .017	2.40	
3070	Groundshot	1.00	
23	PL IS (Flush)	1.00	
23	chk H: .007 V: .006	2.10	
24	PL IS (Flush)	1.00	
24	chk H: .004 V: .016	2.10	
25	PL IS (Flush)	1.00	
25	chk H: .007 V: .013	2.10	
26	PL IS (Flush)	1.00	
26	chk H: .008 V: .005	2.10	

Point #	Description	Height of Rod
27	PL IS (Flush)	1.00
27	chk H: .005 V: .009	2.10
28	PL IS (Flush)	1.00
28	chk H: .008 V: .018	2.10
29	Fd I (Flush) Mp (.3 N)	1.00
29	chk H: .011 V: .006	2.10
2	End Chk H: .004 V: .002	1.00



CCR Results – Field Notes



CCR Results – Drafting

Phase	# Products	Plans with errors	%
1	319	162	51%
2	412	74	18%
3	113*	25	22%

- *as of November 14, 2019




CCR Results - Drafting

- Identified 18 plan checking steps to reduce drafting errors:
 1. Ensure all closures are completed. The closure should be completed using the information shown on the plan
 2. Ensure that the drafting staff are not copying and pasting information to other parts of the plan. If copying and pasting is part of their established drafting routine, suggest that they create a generic



CCR Results - Drafting

3. Ensure that the information in details is compared to the information shown on the body of the plan.
4. Ensure common dimensions are compared to previously registered plans. All dimension discrepancies should be fully investigated
5. Ensure that the field notes are reviewed to confirm that the information recorded in your field notes is accurately depicted on the plan (inverse ASCII coordinates too!) 

CCR Results – Field Inspection



CCR Results – Field Inspection



Costs and Budget

Year	Costs	\$/Review (avg.)
2018	268,018	2,200
2017	263,381	2,200
2016	285,872	2,400

- Field inspection costs average \$2,150/field inspection
- Normally 12 - 15 field inspections are done per year
- On average, 120 reviews are completed per year ■■■■■

Costs and Budget

- Initial review process takes about 3 months
- DPR spends about 3.5 hours on each initial review
- Admin time is about the same for each review (preparing letters, following up with ALSs, finalizing meeting notes, etc.)
- PRB meets 10 times per year for about 4 hours/meeting



- Funding is provided through the sale of iron posts ■■■■

Questions?

