ASTTBC Professional Practice Guideline – Electronics Technology Services

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Table of Contents

ASTTBC Professional Practice Guideline – Electronic Technology Services 1

Preamble 2

1.0 DEFINITIONS 2

2.0 PURPOSE 2

3.0 AREA OF PROFESSIONAL PRACTICE 3

4.0 ELECTRONICS TECHNOLOGY SERVICES 3

5.0 CONTINUING PROFESSIONAL DEVELOPMENT (CPD) 4

6.0 PROFESSIONAL SEAL 4

7.0 PROFESSIONAL LIABILITY 4

8.0 PROFESSIONAL GOVERNANCE ACT AND ASTTBC BYLAWS 4

9.0 LIMITATIONS 5

REFERENCES 5

REVISION HISTORY 6

Preamble

The Professional Practice Guideline: Electronics Technology Services aims to define the competencies and scope of practice for ASTTBC registrants. Registrants are required to comply with the Professional Governance Act, its regulations, ASTTBC Bylaws, including ASTTBC's Standards of Competence, any Guideline to Professional Practice approved by the Board, applicable codes and standards of practice as well as other applicable municipal, provincial, and federal legislation relating to the practice of electronics technology.

Specifically, all registrants are required to understand and adhere to the following ASTTBC guidelines:

- Continuing Professional Development
- Professional Practice & Conduct, and
- Professional Seal

1.0 DEFINITIONS

Term	Definition
Registrant	a person who is granted admission, enrolment, or reinstatement in a class of registrants within a category of registration with ASTTBC.
AScT	a person who is certified and registered as an Applied Science Technologist with ASTTBC.
CTech	a person who is registered as a Certified Technician with ASTTBC.
Direct Supervision	the responsibility for the control and conduct of the engineering technology work of subordinates where required by ASTTBC bylaws or by other legislation.

2.0 PURPOSE

The Professional Practice Guideline for Electronics Technology Services has been adopted to support ASTTBC registrants in understanding the service areas and taking professional responsibility within their field. This Guideline also aims to provide a definition of the scope of practice and legal limitations. While not exhaustive, the Guideline provides a context for the type of technical functions, which a registrant may be qualified to carry out. The carrying out of additional professional services is permitted under this Guideline, provided the services are consistent with the requirements of each project and this Guideline. Independent professional services are permitted where allowed by law and as stipulated under this Guideline, provided the services are consistent with the requirements of each project.

This Guideline recognizes that ASTTBC registrants have attained, by a combination of education, training, and experience, competencies that enable them to apply known

applied science and technology principles and techniques to provide solutions to problems of varying complexity within the ASTTBC definition of scope of practice, this Guideline, and other applicable laws.

A registrant generally works within a team of professionals, which may include technologists, technicians, electrical engineers, power engineers, mechanical engineers, electronics engineers, manufacturing technologists, computer engineers, IT support, supply chain personnel, tradespeople, or other technical and administrative staff. There is no restriction on who may 'manage' professional services, with the understanding that the appropriate registered professionals are involved in carrying out the work.

A registrant may be the team leader of a project, which is more complex than the scope of practice contemplated by this Guideline when responsibility is assumed by an appropriately qualified and registered professional.

A registrant must be able to recognize any unique characteristics, which, due to their complexity or other issues, are beyond their field of expertise and require the involvement of another qualified professional, whether a registrant of ASTTBC or another professional regulator. Consideration of such matters is especially critical when the risk to the public is increased by factors related to the type and size of the project and the degree of impact on public health, safety, and the environment.

3.0 AREA OF PROFESSIONAL PRACTICE

This Guideline recognizes the services that ASTTBC registrants have traditionally carried out in the provision of electronics technology services. Under the authority of the Professional Governance Act, ASTTBC Bylaws, and this Guideline, a registrant may take responsibility for the carrying out of one or more of the services itemized in this Guideline without requiring the direct supervision of another appropriately qualified professional, unless restricted in law.

4.0 ELECTRONICS TECHNOLOGY SERVICES

A registrant may perform a variety of technical, management, and administrative activities in their provision or practice of electronics technology services. These activities include but are not limited to, planning, design, installation, management, and maintenance of all electronics-based systems including firmware and software.

This scope does not include integrated systems services which may require extensive knowledge of applied science or engineering technology disciplines other than electrical or electronics, and which may significantly affect human health and safety.

Compliance with existing standards and /industry industry-accepted norms are required for a registrant to take professional responsibility for a particular technical function.

5.0 CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

Registrants must ensure that they are continuously updating and advancing their knowledge, skills, and competence through continued education and professional development studies. Continuing education requirements include, but are not limited to, training, workshops, certifications, and other requirements to support professional development in areas of practice, ethics, and competence. It is mandatory for a practising registrant to complete CPD requirements as detailed in ASTTBC Bylaws, Part VI, Schedule E, and the Continuing Professional Development Guidelines.

6.0 PROFESSIONAL SEAL

In accordance with section 84 of ASTTBC's bylaws, temporary and practising registrants in good standing are authorized to affix their Professional seal, with signature and date, to all designs and reports or other documents that may require a seal, either as required by law or ASTTBC practice guidelines. Where such work is a part of a total service or product, the registrant will qualify the application of the seal concerning which portions of the work have been undertaken without supervision.

Where a registrant has completed work under direct supervision, the registrant may affix their seal only for those aspects of the work completed by the registrant. The supervising professional will affix their seal noting their role as the professional providing the direct supervision.

Registrants are required to understand and adhere to the Professional Seal Guideline.

7.0 PROFESSIONAL LIABILITY

ASTTBC registrants are required to hold paramount the safety, health, and welfare of the public, the protection of the environment, and the promotion of health and safety within the workplace. It is the responsibility of the ASTTBC registrant to ensure that adequate professional liability (E&O) insurance is in place. In accordance with section 86 of ASTTBC Bylaws, registrants must carry and maintain professional liability insurance either through the employer or a third-party organization. In keeping with section 86.1 of ASTTBC's bylaws, before agreeing to provide applied science and engineering technology services, registrants must provide written notification to their clients of the status of their professional liability insurance and confirm whether it covers the services to be provided. Registrants must also request the client to provide a written acknowledgment of receipt of the written notification.

8.0 PROFESSIONAL GOVERNANCE ACT AND ASTTBC BYLAWS

In February 2021, the *Applied Science Technologists and Technicians Act* was repealed and ASTTBC was continued as a regulatory body under the Professional Governance Act. As a regulatory body under the Professional Governance Act, ASTTBC has the duty to serve and protect the public interest concerning the conduct of its registrants and exercise its powers, and discharge its responsibilities in the public interest. ASTTBC is subject to

the oversight of the Office of the Superintendent of Professional Governance (OSPG), which operates under the Ministry of Attorney General.

ASTTBC's bylaws create various categories of registration, including practising and trainee, as well as requirements for maintaining registration with ASTTBC in good standing. ASTTBC is responsible for ensuring that registrants conduct themselves in a professional, competent, and ethical manner in the provision of services to the public. This includes by creating and disseminating practice guidelines, standards of competence, and a Code of Ethics to ASTTBC registrants with which registrants must comply. This practice guideline should be read in conjunction with section 85 and Schedule D of ASTTBC's bylaws.

In accordance with the Professional Governance Act and the ASTT Regulation, registrants of ASTTBC are permitted to engage in the regulated practice of applied science technology and are granted exclusive use of reserved titles. In accordance with the ASTT Regulation, registrants of ASTTBC have exclusive use of the titles of Applied Science Technologist (AScT), Applied Science Technologist Trainee, Certified Technician (CTech), Certified Technician Trainee, and Registered Technical Specialist (RTS).

9.0 LIMITATIONS

Every effort has been made to ensure the accuracy and completeness of this Guideline. Any error or omission does not relieve a registrant from making decisions and assuming professional responsibility appropriate to the circumstances.

REFERENCES

The following documents are suggested as reference material:

1. Professional Governance Act & ASTTBC Bylaws
2. CSA 22.1:21- Canadian Electrical Code
3. IEEE Standards
4. UL Standards
5. ISO Standards- ICS-31 Electronics
6. ASTM Standards
7. NEMA Standards
8. ANSI Standards
9. NFPA Standards
10. ASTTBC Continuing Professional Development Guideline
11. ASTTBC Professional Practice & Conduct Guideline
12. ASTTBC Professional Seal Guideline
13. Other ASTTBC Guidelines to Professional Practice in related practice areas
14. Other applicable codes and standards

REVISION HISTORY

- Approved by ASTTBC Council September 27, 2007
- Revised May 22, 2008, to include reference to the Engineers & Geoscientists Act
- Revised September 27, 2018, for Council Information
- Revised January 23, 2020, for Council Approval
- Approved by ASTTBC Council on January 23, 2020
- Revised May 6, 2021, to reflect changes under the Professional Governance Act.
- Revised August 2021 for Council Approval
- Approved by ASTTBC Council on September 30, 2021
- Revised November 2023, to incorporate updates to ASTTBC Guidelines and bylaws and reviewed for consistency with ATTBC EDI policy.