

RESPONSE TO QUESTIONS

Independent Third-Party Review of Governance and Regulatory Practices

The following are responses to questions posed by proponents regarding the RFP let by Professional Geoscientists Ontario (PGO) on November 28, 2024. This document will be updated as we receive questions. The deadline for receiving questions is January 8, 2025 and the deadline for receiving proposals is January 27, 2025.

The following questions are listed in the order that they were received.

1. In the background information you provide you say you carried out 'a self-assessment of our governance and regulatory practices conducted in 2021, followed by an external assessment of our readiness to undergo an ITPR in 2022'. Is any detail of these available? They would provide a useful baseline for the independent review.

Response: Yes, these particular documents will be made available once PGO has selected the successful bidder, along with any other relevant documents.

2. You refer to 'regulatory practices'. Do you mean the performance of the PGO in delivering regulatory functions such as registration, standard setting, complaints and discipline, or do you mean the way in which committees decide on how these functions should be organized?

Response: Both are included in the scope of the review.

3. Will the Independent Review report to the Governance Committee?

Response: Yes, the ITPR will report to the Governance Committee, which in turn will report to Council.

4. The RFP document notes that most of the key governance and regulatory documents and procedures are available on PGO's website. Could you please share with me any additional documents that could help to inform submissions?

Response: All the key governance and regulatory documents necessary to develop a proposal are available on our website. Additional documents will be made available to the candidate selected to conduct the review.

5. What is PGO's budget for the Independent Third-Party Review of Governance and Regulatory Practices?

Response: We have not included PGO's budget for this project as cost estimate will be one factor that PGO considers when choosing the successful bid. Proponents are advised to provide their best estimate of cost with reference to the scope of the project described in the RFP.

6. Is the focus of the project on an audit of PGO's implementation of the 2022 external assessment (e.g. needs assessment/report card) or on a full review of PGO's governance and operations, along with recommendations for change?

Response: As described in the RFP, we are requesting proposals for a review of our governance procedures and regulatory practices.

7. If the budget cannot be disclosed, could PGO confirm the number of staff working for PGO and provide details on key processes or operations that should be considered in developing our approach?

Response: The scope of the review is focused on governance and regulatory practices. More details about the scope are also described within the RFP. We have 6 permanent staff and a 20-member Council.

8. The dates provided only include the closing date for the RFP but do not provide timelines for the project itself. Might you be able to share the proposed timing of the project once the proponent has been identified?

Response: The project timeline is included on p2 of the RFP as follows:

Project Timeline (2025)	
Deadline for questions on the RFP	January 8
Deadline for receiving proposals	January 27
Awarding of contract	February 6
Governance and Regulatory Review including establishing primary contacts with PGO including the Governance Committee	March 1 – July 1
Submission of draft report	July 21
Review by Governance Committee and Staff	July 21 – August 15
Comments back to proponent	August 18
Submission of Final Report	September 5
Consideration by PGO Council	October