

Instructions for Completing the Competency Self-Assessment Worksheet (CSAW)

This free Competency Self-Assessment Worksheet (CSAW) helps you determine the engineering skills you have gained through employment. This is only a self-assessment. It does not affect your member application.

The CSAW allows you score yourself in each required competency and compare your scores to APEGA's licensure requirements. The CSAW assessment may differ from the official APEGA competency assessment. The CSAW results will not be used on any official APEGA forms or applications.

APEGA staff cannot view or access your CSAW results and because this is a self-assessment, APEGA will not review, advise, mentor, or comment on the results.

For each key competency, describe how you gained the indicators in a work environment. The descriptions in the Competency Self-Assessment Worksheet (CSAW) Guide describe each competency.

Score yourself using the 0 - 5 scale at the bottom of the page. Click the "Next" button to go to the next competency page.

NOTE: You must complete all sections to get a complete summary report of your competencies.

When finished, click "Next" to go to the last page of the assessment. It will let you review your assessment, submit it, and check your summary scores.

After you submit the CSAW, you will not be able to edit it. A printable summary of your results will appear the Online Application System (OAS) of the myAPEGA portal.

If your score has not met APEGA's requirements, consider improving your skills before applying as application fees are non-refundable.

I have read and understand the instructions above.

Please click here to access your Competency Self-Assessment Worksheet.



The Association of Professional
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Applicant Application Type PMEM APEGA ID									
Name	n and the graph								
Key Compet	ency Technical Competence 1.1 Regulations, Codes.	, and Standards				Required C	ategory Aver	age 3.0	
	ssessed on your knowledge of regulations, codes, and secific codes and their application to your technical work, ion.								
without direct	internal plant or client specifications is not sufficient. You experience of Canadian codes, you should identify the describe your contribution to the work in 2-3 paragraphs at demonstrate your competency in this area. For example	Canadian codes (max. 1,800 char	that	are equivalen	t to those	e used in you	ır example. V	Vriting in	
 Incorporate Prepared r 	Identified and complied with legal and regulatory requirements for your technical work; Incorporated your knowledge of codes and regulations into your design or technical process; Prepared reports assessing project compliance with codes, standards, and regulations; or Designed for code compliance and to ensure constructability and operational, process, and maintenance requirements.								
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Engineers and Geoscientists of Alberta

Applicant Application Type PMEM APEGA ID									
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Key Compet	ency Technical Competence 1.2 Technical and Designsessed on your demonstrated ability to identify and defi		desid	on constraints			ategory Aver		
work within th	ose constraints to achieve a favourable technical outcor	ne.							
your contribu	interdisciplinary impacts of your work (i.e., impacts on otl tion to the work in 2-3 paragraphs (max. 1,800 character your competency in this area. For example, you might de	s). A chieving all t	nd te he in	echnical discip ndicators is no	plines). V t necessa	Vriting in firs ary, but your	stperson, de rexample mi	scribe ust	
operations co 2. How you id decisions; or	Your ability to identify limits or conditions that constrained your engineering design approach, differentiating between design and project or operations constraints, and howyou worked within specified constraints to achieve a favourable technical outcome; How you identified or defined technical design and project constraints and howyou used those technical constraints to inform your technical decisions; or How you coordinated technical and design work with other engineering and technical disciplines.								
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Applicant		Application	Туре	PME	EM		APEGA ID		
Name									
Key Compet	ency Technical Competence 1.3 Risk Management fo	or Technical	Work				Required Ca	ategory Aver	age 3.0
You will be a differentiate t	ssessed on your demonstrated ability to identify and mition between risk and safety. If you identify only public safety is	gate risks tha issues, you m	t affect ight not	the te	echnical as sfy the req	spects of uiremen	f a project, Yo ts of this con	ou must opetency.	
Writing in first necessary, b	t person, describe your contribution to the work in 2-3 pa ut your example must demonstrate your competency in t	ragraphs (ma nis area. For e	x. 1,80 exampl	0 cha e, yo	aracters) A ou might de	Achievin scribe h	g all the indi owyou:	cators is not	
1. Identified r 2. Developed	Identified risks, the causes of risks, and the impacts of risks; or Developed risk management and mitigation plans.								
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Applicant		Application	Туре	PMEM			APEGA ID		
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Key Compete	ency Technical Competence 1.4 Application of Theor	у					Required (Category Avei	rage 3.0
You will be as process syste	ssessed on your demonstrated ability to use engineering ems, operations, or technical solutions.	knowledge a	nd the	ory in the	devel	opment	of enginee	ring designs,	
Writing in first necessary, bu	t person, describe your contribution to the work in 2-3 pa ut your example must demonstrate your competency in th	ragraphs (ma his area. For e	x. 1,80 xampl	0 charac e, you mi	ters). A ight de:	chieving scribe:	g all the inc	dicators is not	
1. Your use o 2. Your devel	 Your use of theory and calculations to arrive at or verify solutions or technical specifications in engineering design or application; or Your development of a unique design that accomplishes a task that could not be done with a standard design solution. 								
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Applicant's S	elf-Assessed Competency Level		0 0	0	1	O 2	O 3	0 4	O 5



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Applicant		Application Type	PMEM	APEGA ID		
Name						
Key Compe	tency Technical Competence 1.5 Solution Techniques	s - Results Verificat	ion	Required Ca	ategory Avera	age 3.0
You will be a	assessed on your demonstrated ability to self-check your	professional-level te	echnical work,			
data, or inde independen to the work in competency 1. Your under were correct	outer-aided solutions or spreadsheet calculations were us pendent testing. Where computer solutions were not use the process. You must verify your work prior to implementation 2-3 paragraphs (max. 1,800 characters). Achieving all the in this area. For example, you might describe: erstanding of the engineering principles used in the application of your carried out an independent review and verification of your	d, demonstrate how on to avoid risk to th he indicators is not r cation of computer-a	you verified your work le public. Writing in first necessary, but your exa aided solutions and des	through a sep person, desc imple must de	parate and cribe your cor emonstrate yo	ntribution
Employer						
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Canadian E	nvironment Example?				○ Yes	○ No
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Applicant		Application	Туре	PMEM	T	APEGA ID		
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Key Competer	ncy Technical Competence 1.6 Safety in Design and	d Technical V	Vork			Required Ca	ategory Aver	age 3.0
You will be ass	sessed on your use of engineering knowledge to identif	fy, manage, a	nd conf	trol hazards or	provide	for safe syste	m operation	S,
Writing in first necessary, but	person, describe your contribution to the work in 2-3 pa tyour example must demonstrate your competency in the	ragraphs (ma his area. For e	x. 1,80 exampl	0 characters) e, you might de	Achieving escribe h	g all the indic owyou:	cators is not	
1. Identified, incorporated, or participated in the review of safety considerations, procedures, and equipment as they apply to system operations or								
maintenance programs, 2. Used specific knowledge of safety regulations to inform your design and technical actions; or								
3. Incorporated specific safety considerations in design and other professional activities and processes.								
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Applicant		Application Typ	e I	PMEM	Ī	APEGA ID	- e		
Name	a-tryah	·							
Key Competend	cy Technical Competence 1.7 Systems and their C	omponents				Required C	ategory Aver	age 3.0	
You will be asse the system. Den outcomes.	essed on your understanding of technical systems and monstrate your ability to manage processes within the	d their componen overall system by	ts an	nd of interactio nitoring or mo	ns and c difying pi	constraints in rocesses to	the behavio achieve desi	ur of red	
person, describe	monstrating your understanding of an administrative s e your contribution to the work in 2-3 paragraphs (max lemonstrate your competency in this area. For example	. 1,800 characte	rs). A	Achieving all th	nt of this ne indica	competency tors is not ne	. Writing in fi ecessary, but	rst your	
2. Your understa	1. Your understanding of each element in a technical system or process; 2. Your understanding of the interactions between and constraints on the behaviours of an overall technical system or technical process; or 3. How you managed technical processes within an overall system (monitored and, where needed, modified processes to achieve favourable outcomes).								
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Applicant		Application Typ	e F	PMEM	Ī,	APEGA ID		
Name	m-dispositi	·	•					
Key Compete	ncy Technical Competence 1.8 Project or Asset Life	e Cycle				Required C	ategory Aver	age 3.0
You will be ass feasibility anal	sessed on your demonstrated exposure to and awarene lysis through to design, implementation, operation, and	ess of a process o maintenance, an	r pro d on	oject life cycle to decommis	. The ove sioning a	erall life cycle and retireme	e includes nt.	
You must discuss your involvement in the different stages of the life cycle. Writing in first person, describe your contribution to the work in 2-3 paragraphs (max. 1,800 characters). Achieving all the indicators is not necessary, but your example must demonstrate your competency in this area. For example, you might describe: 1. Your awareness of project objectives and stakeholders or howyou generated the initial project idea and preliminary design; 2. Howyou performed the detailed design of the project, addressing technical, implementation and commissioning; 3. Howyou analyzed the project from technical, financial, social, and environmental perspectives; 4. Howyou contributed to the preparation of specifications or tender documents; or 5. Howyou implemented and monitored project activities with checks on progress, changes to project execution, and feedback to inform subsequent technical work or how you were involved in operation and decommissioning.								
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Key Compete	ncy Technical Competence 1.9 Quality Assurance					Required Ca	ategory Aver	age 3.0
You will be as including inde	sessed on your demonstrated understanding of and abi pendent reviews of design and technical processes.	lity to assess qua	ality as	ssurance in o	design, co	onstruction,	or operations	6,
Writing in first necessary, bu	person, describe your contribution to the work in 2-3 pat your example must demonstrate your competency in the	ragraphs (max. 1 nis area. For exar	,800 d nple, ;	characters) A you might de	Achieving scribe ho	all the indicates	cators is not	
 Developed Prepared at Conducted 	checks, including field checks, to verify the validity of de and acted upon a quality management plan; and acted upon quality control plans, including evaluating detailed peer review of another's technical work; or riverified functionality and performance of a completed process.	g test results and		eloping recom	nmended	actions;		
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Applicant Application Type PMEM APEC					APEGA ID	o			
Name	e andreed								
Key Compet	ency Technical Competence 1.10 Engineering Docur	nentation					Required Ca	ategory Aver	age 3.0
You will be a graphics, dra	ssessed on your demonstrated ability to review, commun wings, or reports.	icate, and tra	nsfer te	echnic	cal informa	ition and	d share know	ledge throug	jh 🔵
Writing in first person, describe your contribution to the work in 2-3 paragraphs (max. 1,800 characters) Achieving all the indicators is not necessary, but your example must demonstrate your competency in this area. For example, you might describe: 1. Your ability to review the designs of others and communicate findings and issues, including suggested alternatives; 2. Your understanding of the value of engineering project completion reports with lessons learned, and howyou used the knowledge in subsequent projects; or 3. Your ability to transfer technical information through drawings, graphics, data, and documents for peer review and approval.									
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Applicant Application Type PMEM APEGA ID								
Name	=	-						
Key Competency Communication	2.1 Oral Communication in Eng	lish			F	Required Ca	ategory Aver	age 3.0
You will be assessed on your demon clearly, in English. Your example cou	strated ability to orally communic lld include formal presentations o	cate professional- or presentations o	lev el t f techr	technical and Inical inputfo	d project-r or detailed	related non d project me	-technical iss etings.	sues
You must demonstrate oral communi first person, describe your contributio example must demonstrate your com	n to the work in 2-3 paragraphs (max. 1,800 chara	cters).	munications). Achieving a	or interact all the indi	tions with c icators is no	o-workers W ot necessary	riting in butyour
Howy ou verbally communicated professional-level technical information or technical directions to stakeholders; or Your active involvement in a public meeting, detailing howy ou presented technical and non-technical information and responded to feedback and inquiries.								
Employer								
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Applicant's Self-Assessed Competer	ncy Level	0	0	0 1	O 2	O 3	0 4	O 5



The Association of Professional
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Applicant	Application Typ	e PI	MEM	P	APEGA ID		
Name	-						
Key Competency Communication 2.2 Written Communication in E	English			F	Required Ca	ategory Aver	age 3.0
You will be assessed on your demonstrated ability to communicate, in issues clearly, in English. Your example could include formal reports,							al 💮
You must demonstrate written communication skills beyond those req or payment. Writing in first person, describe your contribution to the w not necessary, but your example must demonstrate your competency	ork in 2-3 paragra	phs ((max. 1,800 d	characters	s). Achievin		
 Provided technical input and peer review of technical documents; or Wrote clear technical memoranda and reports, or technical components of reports, including an explanation of howyou tailored communications to the intended audience. 							
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Applicant		Application	Туре	PMEM	Ī	APEGA ID				
Name	al-dispells					'				
Key Competer	ncy Communication 2.3 Reading and Comprehension	on in English				Required Ca	ategory Aver	age 3.0		
You will be ass howyou used	sessed on your demonstrated ability to read and compr the technical documentation in your engineering work.	ehend technic	cal eng	nineering docu	mentatio	n in English.	You must sh	ow _		
Writing in first person, describe your contribution to the work in 2-3 paragraphs (max. 1,800 characters) Achieving all the indicators is not necessary, but your example must demonstrate your competency in this area. For example, you might describe:										
1. Your a bility to comprehend written technical engineering documents, understand their implications, and incorporate key points in your technical work.										
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Applicant		Application Type	PMEM	APEGA ID						
Name										
Key Compet	ency Project & Financial Management 3.1 Project Ma	nagement Princip	les	Required Ca	itegory Avera	ge 2.0				
You will be a	ssessed on your demonstrated knowledge and application	on of project mana	gement principles,							
necessary, b 1. Your unde issues on pro 2. Your unde 3. Howy ou u	Writing in first person, describe your contribution to the work in 2-3 paragraphs (max. 1,800 characters) Achieving all the indicators is not necessary, but your example must demonstrate your competency in this area. For example, you might describe: 1. Your understanding of resource planning, budgeting, change management, scope management, scheduling, and the impact of unforeseen issues on project management; 2. Your understanding of the impacts, benefits, and risks inherent in the consideration of design solutions on a project; or 3. Howy ou understood the requirements and expectations of internal and external stakeholders.									
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Name	er al-stageth			·				
Key Compe	etency Project & Financial Management 3.2 Finances a	and Budget			Required C	ategory Aver	age 2.0	
You will be	assessed on your demonstrated knowledge of the econor	nic or financial asp	ects of a project	or elemen	nts of a proj	ect.		
Writing in fin necessary,	rst person, describe your contribution to the work in 2-3 pa but your example must demonstrate your competency in t	ragraphs (max. 1,8 his area. For exam	(00 characters) (ole, you might de	Achieving escribe:	g all the indi	cators is not		
1. Your abil	ity to prepare a financial budget and cost estimation for en Medge of financial reports and comparative cost studies;	ngineering design,	construction, and	d operatio	ons;			
3. Your und	erstanding of working with contracts or developing the fina	ancial aspects of a	project.					
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Applicant	Applicant		e F	PMEM	P	APEGA ID	- e		
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Key Competen	Team Effectiveness 4.1 Promote Team Effectiveness 4.1 Promote Team Effectiveness	eness and Reso	lve o	or Mitigate	F	Required Ca	ategory Aver	age 3.0	
You will be ass professionally i	ressed on your demonstrated ability to promote team et in the workplace.	fectiveness and	mana	age or resolve	interpers	sonal conflic	ct effectively	and	
Writing in first p	person, describe your contribution to the work in 2-3 pa your example must demonstrate your competency in the	ragraphs (max. 1 his area. For exar	,800 nple,	characters) A , you might de	Achieving scribe:	all the indi	cators is not		
Your ability to resolve interpersonal conflict or difficult circumstances in the workplace effectively and professionally; Your ability to proactively manage interpersonal conflict; or Howyou took initiative to mitigate interpersonal conflict in a team setting and promote team effectiveness.									
Employer									
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Applicant		Application Ty	ре	PMEM		APEGA ID	2 4			
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Key Compet	ency Professional Accountability 5.1 Professional Ac	countability				Required Ca	itegory Avera	age 3.0		
You will be a ethical dilem	ssessed on your demonstrated understanding of profess mas you have encountered, or conflicts of interest (either	ional accountab real or perceive	ility a	and self-aware nat have arisen	ness sur in your	rrounding you work.	ır limitations,			
necessary, b 1. Howyou a 2. Your award 3. Howyou g 4. Howyou g process; or 5. Your unde	Writing in first person, describe your contribution to the work in 2-3 paragraphs (max. 1,800 characters) Achieving all the indicators is not necessary, but your example must demonstrate your competency in this area. For example, you might describe: 1. Howy ou applied professional ethics in your work; 2. Your awareness of your technical limitations and howy ou took professional accountability by seeking guidance and expanding your capabilities; 3. Howy ou gained awareness of situations that were a potential conflict of interest and howy ou effectively managed such situations appropriately; 4. Howy ou gained awareness of the potential professional liability involved in all aspects of the design, construction, reporting, and inspection process; or 5. Your understanding and awareness of appropriate use of the stamp and seal. Employer									
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Canadian Er	nvironment Example?						O Yes	○ No		
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The Association of Professional
Engineers and Geoscientists of Alberta

Applicant		Application Type	PMEM	F	APEGA ID				
Name Name									
Key Competency Social, Eco	onomic, Environmental and Sustainal	bility 6.1 Protection	n of the Public	F	Required Ca	ategory Avera	age 2.0		
You will be assessed on your o	demonstrated understanding and awar of be considered part of engineering wo	eness of howthe pork, and how safeg	ublic is impacted uards for the pul	d by the wo	ork of engin plemented :	eers, how fac and may cha	etors nge		
Writing in first person, describe your contribution to the work in 2-3 paragraphs (max. 1,800 characters) Achieving all the indicators is not necessary, but your example must demonstrate your competency in this area. For example, you might describe: 1. Gained awareness of your professional responsibility to protect the public interest; 2. Identified, assessed, and mitigated adverse effects of a project on the public; or 3. Assessed the impact of a project on the public and developed successful mitigating measures.									
Employer Validator									
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Canadian Environment Examp	ole?					O Yes	○ No		
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Applicant		Application	Туре	РМЕМ		APEGA ID		
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	ssessed on your demonstrated awareness of how the pul	blic is impacte	ed by th	ne work of engi			ategory Aver	age 2.0
successful e	ngineering designs, and howyour engineering work is be	eneficial to the	public	c.				
Your example could include descriptions of howyou engaged the public at information sessions, responded to citizen concerns, wrote reports that addressed project impacts on the public, or performed feasibility studies that included public considerations. Writing in first person, describe your contribution to the work in 2-3 paragraphs (max. 1,800 characters). Achieving all the indicators is not necessary, but your example must demonstrate your competency in this area. For example, you might describe howyou: 1. Understand the value and benefits of your engineering work to the public; or 2. Interacted with the public in order to understand the impact of a project and used the information you gained to inform your work.								
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Applicant's S	Self-Assessed Competency Level		O 0	O 1	O 2	O 3	0 4	5



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Applicant Application		Application	Туре	PMEM		APEGA ID	- W-W-		
Name	a secret								
Key Compet	ency Social, Economic, Environmental and Sustainat	bility 6.3 Role	of Reg	gulatory Bodie	es	Required C	ategory Aver	age 2.0	
	ssessed on your demonstrated awareness of the role of an of the public and the environment.	regulatory boo	lies, in	addition to AF	PEGA, in	terms of enfo	rcing safety a	and o	
your contributed demonstrate 1. Understan	Your example should demonstrate thaty ou understand how the role of regulatory bodies goes beyond mere enforcement of regulatory compliance. You should discuss the reason regulatory bodies and the regulations they administer are necessary. Writing in first person, describe your contribution to the work in 2-3 paragraphs (max. 1,800 characters). Achieving all the indicators is not necessary, but your example must demonstrate your competency in this area. For example, you might describe howyou: 1. Understand the roles of regulatory bodies in your engineering discipline and how they protect the public and environment; or 2. Understand the roles of regulatory bodies and how they impact or influence your practice of engineering.								
Employer									
Validator First Name		Last Na	me						
Validator E-mail	For se	elf-assess me n	t, not a	vailable					
Validator Position									
SITUATION	0								
ACTION	0								
OUTCOME	0								
Canadian Er	nvironment Example?						O Yes	○ No	
Applicant's S	self-Assessed Competency Level		O 0	O 1	O 2	O 3	0 4	5	



APEGA The Association of Professional Engineers and Geoscientists of Alberta

Applicant	V	Application Typ	ne F	PMEM	1	APEGA ID	w +.		
Name	a contain	_	-		.,				
Key Competen	Social, Economic, Environmental and Sustainat	oility 6.4 Applica	tion o	f sustainabili	ity	Required Ca	ategory Aver	age 2.0	
You will be assestructures, or pr	essed on your demonstrated awareness of sustainable	e options as they	apply	y to the develo	opment of	f profession	al work,		
Your example should highlight specific situations, actions, and outcomes where you considered sustainable options as part of an engineering project or process. These sustainable options could be related to resource use, environmental considerations, the development or awareness of standards focused on sustainability, future considerations, or operations and maintenance considerations. Writing in first person, describe your contribution to the work in 2-3 paragraphs (max. 1,800 characters). Achieving all the indicators is not necessary, but your example must demonstrate your competency in this area. For example, you might describe: 1. Your understanding of how extending the life (sustainability) of components is of benefit to the public and industry; or 2. Howyou considered and implemented environmentally sustainable practices on a project or made recommendations for sustainable practices.									
Employer									
Validator First Name		Last Name		_					
Validator E-mail For self-assessment, not available									
Validator Position	=								
SITUATION	0								
ACTION	9								
OUTCOME (9								
Canadian Environment Example? O Yes						O No			
Applicant's Self	f-Assessed Competency Level	0	0	0 1	O 2	O 3	0 4	O 5	



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Engineers and Geoscientists of Alberta

Applicant		Application	Туре	PMEM	Ī	APEGA ID		
Name	4-42 pth							
Key Competer	ncy Social, Economic, Environmental and Sustainat	bility 6.5 Pror	notion	of Sustainabil	ity	Required Ca	ategory Aver	age 2.0
You will be asseither to the su	sessed on how you promote the application of sustainal ustainability of a project or to environmental and social s	bility principle sustainability.	s in yo	ur engineering	work. Th	nese principle	es could app	ly 💮
necessary, but	person, describe your contribution to the work in 2-3 pa tyour example must demonstrate your competency in the	nis area. For e	exampl	e, you might d	escribe h	iowyou:		
Considered and implemented sustainable practices in engineering design to ensure the project would continue operating for a significantly longer period of time; or Proactively considered advancing environmentally sustainable practices on a project or made recommendations for sustainable practices.								
Employer		1						
Validator First Name		Last Na	ime					
Validator E-mail	For se	elf-assess me r	nt, not a	available				
Validator Position								
SITUATION	0							
ACTION	0							
OUTCOME	9							
Canadian Environment Example?						○ No		
Applicant's Se	elf-Assessed Competency Level		0 0	O 1	O 2	O 3	0 4	O 5



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APEGA ID Name You have completed filling in all the competencies. 1. To review your competencies, click the "Back to Page 1" button on the left to go to the first Back to Page 1 competency, or click the Prev button below to go to the last competency. Save/Print 2. Once you have completed your review you can create a copy print your results. 3. You can only perform a self-assessment once. By selecting this checkbox, you understand that you have used your one free self-assessment and confirm that you have completed the form to your satisfaction. 4. Press the "Submit" button on the left to calculate your results. They will be displayed in a separate Submit Results Summary eForm. Go to the myAPEGA 5. Press the "Go to the myAPEGA portal to View Summary" button on the left to return to the online portal to View application submission in the myAPEGA portal - Step 6 Work Experience page. Summary

NOTE: This information will not be used or retained by APEGA for any assessment or validation of your competencies.

APEGA adheres to the privacy standards under PIPEDA regarding collection, use, disclosure, and retention of personal information. APEGA may use your data for internal statistical analyses. However, the information will not be used for any current or future application purposes.

Tracking Number: 34620