

# Technical Review

Date Completed: \_\_\_\_\_  
dd/mm/yyyy

## Member Reviewed

First Name

Last Name

Designation

Member Number

## Questions

1. What is the trigger that caused this technical review?

2. List two of the most significant types of work products within his or her area of professional practice or job responsibilities, or one type of work product if he or she has a limited area of professional practice.

3. List the technical standards which apply to each work product.

4. Provide comments about the following:

- Are work products consistent with the technical standards that apply to those work products?
- Are work products consistent with the extent of his or her education, training and experience as per Bylaw 6.1.1 and 6.1.2?
- Are professional work products signed and sealed/stamped as per applicable sections of Bylaw 10?
- Are professional work products consistent with applicable sections of the Code of Ethics (Bylaws 11.3, 11.4, 11.5 and 11.6)?
- Are professional work products consistent with Bylaws 12.2.1 (Knowledge Standard), 12.2.2 (Completeness and Correctness Standard) and 12.2.3 (Professional Care Standard)?
- Are professional work products consistent with the other applicable Standards of Professional Practice (Bylaws 12.3, 12.4, 12.5, 12.6 and 12.7)?

5. If applicable, provide comments about results and follow-up actions of any audits, if they are not confidential, which reflected on his or her professional practice.

6. List any significant positive and negative findings related to # 4.

7. List any recommendations for improvement.

8. List any follow-up details.

**Completed By**

First Name

Last Name

Designation

Member Number

Employer

Job Title

Signature

Stamp/Seal