



PROFESSIONAL ENGINEERS ONTARIO

EXPERIENCE REQUIREMENTS COMMITTEE -VIRTUAL INTERVIEWS

APPLICANT DECLARATION AND CONSENT

The following terms and conditions apply to the virtual interview to which you have been invited:

I, _____, _____ hereby consent to the virtual interview, and
Name of Applicant PEO File Number

I acknowledge and accept the following terms and conditions which apply to the virtual interview:

1. The virtual interview will be conducted using the Zoom meeting application via internet connection. I will be sent a URL link to the Zoom meeting for my scheduled virtual interview via the email address I have provided. If there is a change to this email address at any time prior to the interview I will notify PEO immediately.
2. By the time of the virtual interview I will be familiar with the basic functions of the Zoom application. It will not be the panel's or PEO's responsibility to familiarize me with this application. (Information about how to use Zoom is available at <https://zoom.us/>.)
3. I will provide my own computer, laptop or other communication device to enable me to take part in the virtual interview. My device will be equipped with a camera, microphone and speakers to enable live video and audio communication for the virtual interview.
4. I will provide a stable and reliable internet connection to enable me to access the Zoom virtual interview. I understand that a weak or unreliable connection may delay the virtual interview, require it to be rescheduled or prevent it from being conducted.
5. I understand and agree that the virtual interview will be recorded for PEO's future reference during the remainder of my application process or to address any technical issues. The recording is strictly confidential and will not be disclosed to any party external to PEO, either without my express, written consent and as permitted by law, or otherwise as legally required.
6. I understand that during the virtual interview, PEO may experience unavoidable technical problems related to its equipment, internet connection, or the equipment or connection of a panel member. I accept that should this occur, my virtual interview may, at PEO's discretion, be continued at a later time which is convenient for all those involved, and I agree to make best efforts to accommodate any such need to reschedule.
7. I understand that during the virtual interview I may be asked to refer to submitted project documents and will be prepared to do so should the need arise.
8. I agree that I will receive no outside assistance from other individuals in person or via electronic communication during the virtual interview. I further agree that I will rely on no outside aids, apart from project documents as needed. I understand that I will be asked to confirm this by making a verbal declaration to this effect before the interview commences.
9. I confirm that I have reviewed the terms and conditions for this virtual interview. I fully understand and accept the terms and conditions as set out above and on that basis agree to proceed with my scheduled virtual interview at this time.

All of which is agreed to:

Applicant Name	Applicant Signature	Date
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