



Professional Engineers
Ontario

Order of Honour

Guidelines for Nomination and Selection

Approved by PEO Council: March 31, 2023

ORDER OF HONOUR NOMINATION AND UPGRADE CRITERIA

Principles of the Order of Honour

The Order of Honour is PEO's highest volunteer recognition program which identifies PEO volunteers who have made a substantial contribution to support PEO's statutory mandate to regulate the engineering profession in Ontario to protect the public interest.

The principles of the Order of Honour include:

- Identifying extraordinary volunteers who support PEO's statutory mandate to regulate the engineering profession in Ontario to protect the public interest.
- Maintaining a limited number of inductees into the Order of Honour to ensure only extraordinary volunteers are given the Order of Honour.
- Establishing a selection process for new members of the Order of Honour that ensures accountability, fairness, transparency, justice, equity, diversity, and inclusion.
- Confirming that potential and active members of the Order of Honour reflect the high degree of ethics and professional conduct of the engineering profession.

Definitions

In these definitions,

1. "Order" means the Order of Honour.
2. "PEO" means Professional Engineers Ontario.
3. "Council" means PEO Council.
4. "Committee" means the Professional Engineers Order of Honour Selection Committee (OSC).

Eligibility

1. Inclusion in the Order may be granted by Council to PEO members who have served the profession diligently for many years and have made a substantial contribution to the regulation of the profession or improvement in its status. Such service will usually be rendered through participation in PEO affairs, but service rendered by non-members of PEO may also be recognized. Examples include service on PEO Council, committees and their subcommittees, task forces, chapters, as well as representing PEO on external boards and advisory groups.
2. All members of PEO in good standing, except for members serving on PEO Council and the Order of Honour Selection Committee (OSC), are eligible for inclusion in the Order. Council members who have left their positions on Council and AWC members and staff members who have retired or resigned from PEO's employment, should not be considered for inclusion until at least six months have elapsed from the date of their departure.

3. To the degree that candidates for inclusion in the Order meet or exceed the qualifications, inclusion may be awarded in one of the following classifications: **Member, Officer or Companion.**
4. The nominee must not be aware of the nomination and self-nomination is not allowed.
5. Nominations should provide sufficient information to enable the committee to make its recommendation as to the classification. Individual statements from nominators and referees on the reasons the candidate should be considered for inclusion or upgrade in the Order must accompany the nomination.
6. Nominations may be made by three P.Eng. licence holders of PEO, in good standing. Three letters of support are required from the nominators. As an option, up to two additional letters may be included from referees who may or may not be professional engineers.
7. Upgrade nominations may be made by one P.Eng. licence holder of PEO, in good standing. Three letters of support, from the nominator and two other professional engineers, should highlight the substantive contributions and impact made by the nominee following the original induction into the Order.
8. Induction into the Order is a competitive process. A maximum of 13 honorees are inducted annually. Therefore, nomination packages need to highlight the significance and impact of the nominee's contributions to the engineering profession.
9. Nominations and upgrades to the Order are submitted online, on the PEO Portal.
10. Nominations may be submitted at any time during the year. Order presentations are made annually. The deadline for receipt of nominations is **4:00 p.m. EST** on the **second Friday in October.**
11. Honorary Membership in the Order is open to non-members of PEO but does not mean honorary membership in PEO.
12. Suspension or cancellation of membership in PEO means suspension or cancellation of inclusion or eligibility for inclusion in the Order.
13. Resignation in good standing from PEO is not considered resignation from the Order unless so directed by Council.

Membership Classes

1. Member

- (a) The committee may recommend for this classification any living member of PEO who fulfills the qualifications for inclusion in the Order. For nomination under this category, a nominee should have at least 10 years of substantial service to PEO to be considered at this entry level.
- (b) There is no limitation on the number of living Members of the Order.

2. Officer

- (a) The committee may recommend for this classification any Member of the Order or PEO member whose qualifications exceed those required for the Member classification. For nomination under

this category, a nominee should have at least 15 years of significant service to PEO to be considered at this level.

(b) There are no more than 100 living Officers of the Order.

3. Companion

(a) The committee may recommend for this classification any Member or Officer of the Order or PEO member whose qualifications greatly exceed those required for the Officer classification. For nomination under this category, a nominee should have at least 20 years of exceptional service to PEO. Companion is the highest distinction, which is reserved exclusively for individuals whose distinguished service has profoundly influenced the engineering profession.

(b) There are no more than 50 living Companions of the Order.

Honorary Inclusion

1. Honorary inclusion in the Order of a non-member of PEO can be considered, for volunteering for PEO regulatory activities.
2. A non-member of PEO may be granted honorary inclusion in the Order, in any class, for outstanding service, support or assistance to the engineering profession in Ontario.
3. In accordance with the Regulations, Council may direct the committee to consider any individual for honorary membership in the Order. The committee will then make a recommendation to Council.
4. The committee may initiate a recommendation to Council for honorary inclusion in the Order.
5. Presentation of honorary membership in the Order is made at the Order's annual investiture.

Administration

1. The Professional Engineers Order of Honour Selection Committee (OSC) administers the Order.
2. The secretary of the Order is PEO's Recognition Coordinator, or a delegate. The secretary maintains a current register of the Order.
3. Neither the current members of the committee nor the secretary and Council members can be inductees.
4. The committee solicits and receives nominations of individuals to include in the Order, selects from among them, and recommends the classification of such inclusion.
5. The committee may recommend individuals for any classification without that individual's prior inclusion in the Order.
6. Unsuccessful nominations may be resubmitted for the following year. To increase the chances of success, the committee encourages nominators to update the package.

7. Either PEO members or the committee may recommend an upgrade to an honoree's classification. However, the honoree's incremental contributions since the original inclusion must be substantiated by information from a PEO member. The honoree's entire contribution will then be reviewed for possible upgrade.
8. Inclusion in the Order or changes in classification may be confirmed only by Council, which normally acts only upon the committee's recommendations.
9. Council does not grant inclusion or reclassification in the Order without consulting with the committee. It may direct the committee to consider an individual for initial nomination or for reclassification. Council is not bound by the committee recommendation.
10. Inclusion in the Order is not granted posthumously unless notification of inclusion had been made prior to the candidate's death.

Inquiries

For further information, you can visit PEO's website at <https://peo.on.ca/volunteers/volunteer-service-recognition-program/order-honour> or send an e-mail to orderofhonour@peo.on.ca.

You can also send your inquiry to:

Order of Honour Selection Committee
c/o Recognition Coordinator
Professional Engineers Ontario
40 Sheppard Avenue West, Suite 101
Toronto, ON M2N 6K9

ORDER OF HONOUR SELECTION CRITERIA

Scoring System

- The point system includes the notable impact of service to the profession and recognizes contributions to Justice, Equity, Diversity, and Inclusion (JEDI) initiatives and societal impact:

CATEGORY	MAX. POINTS
[A] FOR YEARS OF ACCUMULATIVE SERVICE IN THE ENGINEERING PROFESSION	
Up to 20 points for years of service exceeding the minimum requirement, 1 year = 1 extra point. Minimum requirements: 10 years (Member), 15 years (Officer), 20 years (Companion).	20
[B] OVERALL IMPACT OF SERVICE IN THE ENGINEERING PROFESSION	
Up to 10 points for chapter service (all functions). Additionally, up to 5 points for chapter chair.	15
Up to 10 points for committee and task force service. Additionally, up to 5 points for committee/task force chair. This applies to all PEO committees: governance, board, statutory, other committees reporting to Council, and task forces and working groups.	15
Up to 10 points for PEO Council service. Additionally, up to 5 points for PEO President.	15
Up to 5 points for service representing PEO on external boards such as Engineers Canada, Accreditation Board, Qualifications Board, and other committees.	5
Up to 10 points for involvement in non-PEO activities related to the engineering profession	10
[C] INVOLVEMENT IN JUSTICE, EQUITY, DIVERSITY, AND INCLUSION (JEDI) ACTIVITIES RELATED TO THE ENGINEERING PROFESSION AND SOCIETAL IMPACT	
Up to 10 points for service to PEO in local initiatives.	10
Up to 10 points for service to PEO on provincial or national level, substantiated by examples and outcomes.	10
TOTAL	100

- Minimum years of service: 10 (Member), 15 (Officer) and 20 (Companion) will be required to recognize the perseverance in service to the profession.
- New measurement of service is introduced to improve transparency and reflect the multi-dimensional contributions of service, namely the impact in the engineering profession [B] and JEDI activities related to the profession [C]:

- Typical examples of impact in the profession (up to 60 points) including but not limited to:
 - Leadership and general involvement in promoting PEO and its regulatory works such as mentoring PEO licence applicants in working towards their designation, mentoring new chapter members, general volunteering leadership roles (e.g., members of PEO Council, chapter officers, committee/task force chairs and vice chairs etc.).
 - Conspicuous and outstanding service includes promoting PEO's regulatory role to decision makers and public with notable impacts to the engineering profession.

- Typical JEDI-related initiatives and societal impact (up to 20 points) in service to PEO including but not limited to:
 - Expanding diversity and inclusivity in the profession through:
 - Promoting women in the engineering profession.
 - Supporting equity seeking groups such as BIPOC (black, indigenous, persons of colour) and LGBTQ2S+ in engineering.
 - Promoting indigenous engineering.
 - Dismantling systemic disadvantages and barriers to resources and opportunities in engineering (examples of barriers: racism, classism, sexism, etc.).
 - Fostering a sense of belonging in the engineering profession by centering, valuing, and amplifying the voices, perspectives, and styles of those who experience more barriers based on their identities.
 - Allocating resources in engineering to ensure everyone has access to the same resources and opportunities.
 - Promoting fairness and social justice in engineering.
 - Expanding the relevance of the engineering profession by responding to global issues such as:
 - Climate change,
 - Global hunger,
 - Child labour,
 - Other issues as per the United Nations three pillars of work: international peace and security, economic and social progress and development, and respect for human rights and fundamental freedoms.

Additional Merit for the Order Officer and Companion Classes

- For Officer:
 - Need to have a minimum of 40 points for the categories [B] + [C] (50% of the maximum score for these categories of impact and JEDI initiatives).
 - Service to PEO may include service to chapter and PEO committee/task force leadership (such as chair, vice chair).

- For Companion:
 - Need to have a minimum of 60 points for the categories [B] + [C] (75% of the maximum score for these categories of impact and JEDI initiatives).
 - Service to PEO may include service to chapter at an executive level, PEO Council, and governance and board committees (leadership such as President, chair, vice chair, member).