

Professional Engineers Board

Continuing Education requirements for Professional Engineer license renewal

1. Effective January 1, 2021 all Registered Engineers in the Bahamas are required to observe the following rules in order to obtain licensure renewal. These requirements shall officially take effect for the renewal cycle starting January 1, 2022.
2. The Professional Engineers Board shall require a demonstration of continuing professional competency of Registered Engineers as a condition of license renewal or re-licensure. Every Registered Engineer must complete 9 continuing education (CE) hours for each year of the license renewal period plus 3 CE hours for each additional discipline for which the Registered Engineer is licensed. For each renewal period for such continuing education:
 - 2.1. One hour must relate to relevant Laws, Regulations and the Bahamas Building Code.
 - 2.2. One hour must relate to Professional Ethics.
 - 2.3. Four hours must relate to the Registered Engineer's area of practice plus three hours for each additional discipline
 - 2.4. The remaining hours may relate to any topic pertinent to the practice of engineering.
3. Up to 2 continuing education hours may be earned by presenting or attending seminars, in-house or non-classroom courses, workshops, or professional or technical presentations made at meetings, webinars, conventions, or conferences, including those presented by vendors with specific knowledge related to the Registered Engineer's area of practice. Up to 2 hours may be earned by serving as an officer or actively participating on a committee of a board-recognized professional or technical engineering society.
4. Definitions
 - 4.1. Area of Practice: As defined in the Professional Engineers Act 2004
 - 4.2. Continuing Education Hour (CEH): A time measurement requiring a minimum of 50 minutes of instruction of presentation per hour. A Continuing Education hour is the common denominator for other units of credit. A continuing education hour is the equivalent to a professional development hour (PDH)
 - 4.3. Course/Activity: Any qualifying course of activity with a clear purpose and objective which will maintain, improve, or expand the skill and knowledge relevant to the Registered Engineer's area of practice.
 - 4.4. Topic pertinent to the practice of engineering: For the purposes of the meeting the continuing education requirements, a topic pertinent to the practice of engineering is any topic that falls within the definition of the practice of "Professional Engineering" in Part I section 2 of the Professional Engineers Act, 2004.
5. Qualifying Activities for Area of Practice Requirements
 - 5.1. Successful completion of college courses
 - 5.2. Successful completion of short course, tutorials, webinars, and distance education courses offered through delivery methods such as live, correspondence, recorded, Internet-based; or attending seminars (including in-house engineering seminars), workshops, or professional and technical presentations at meetings, conventions or conferences presented/sponsored by provider or vendor with specific knowledge related to the Registered Engineer's area or practice as approved by the Board
 - 5.3. Authoring published technical engineering papers, article, or books

- 5.4. Active participation in professional or technical societies. Civic or trade organizations do not qualify under this provision. Credit for this activity requires that the Registered Engineer serve as an officer of the organization or actively participate on a committee in the organization. Continuing Education credits are not earned until the end of each year of completed service
6. Conversion of Education Units to Continuing Education Hours
 - 6.1. One (1) college semester hour credit is equal to 45 hours of continuing education hours
 - 6.2. One (1) college quarter hour credit is equal to 30 continuing education hours
 - 6.3. One (1) contact hour of professional development in course work, seminars (including in-house seminars at an engineering firm), or professional or technical presenters made at meetings, conventions or conferences is equal to 1 continuing education hour.
 - 6.4. Each peer-reviewed paper or book in the Registered Engineer's area of professional practice is equal to 10 continuing education hours
 - 6.5. Each published paper or article (other than in paragraph 6.4, above) in the Registered Engineer's area of professional practice is equal to 5 continuing education hours
 - 6.6. Each hour of active participation in professional and technical societies is equal to 1 continuing education hour with a maximum of 2 CE hours per annum
7. Non-Qualifying Activities
 - 7.1. Activities that do not qualify as Continuing Education Hours include but are not limited to the following:
 - 7.1.1. Self-generated courses, that being courses generated and presented by the Registered Engineer to himself or herself for continuing education
 - 7.1.2. Personal self-improvement courses
 - 7.1.3. Equipment demonstration or trade show displays
 - 7.1.4. Enrollment without attendance
 - 7.1.5. Repetitive attendance of the same course
 - 7.1.6. Tours of buildings, structures, schools, museums and such unless there is a clear objective to maintain and strengthen competency in a technical field
 - 7.1.7. Regular employment
 - 7.1.8. Personal, estate or financial planning
 - 7.1.9. Courses the content of which is below the level of knowledge and skill that reflects the responsibility of engineer in charge
 - 7.1.10. Participation in Church Boards and other religious events
8. Demonstrating Compliance; Audits; Investigations
 - 8.1. In order to demonstrate compliance with continuing education requirements, Registered Engineers must affirmatively declare completion of the continuing education requirements upon licensure renewal
 - 8.2. The Board will randomly audit a preset amount of Registered Engineers to assure that the continuing education requirements are met
 - 8.2.1. In addition, Registered Engineers audited in the previous year who failed to demonstrate compliance will be included with the group of Registered Engineers audited for the current renewal cycle
 - 8.2.2. A failure to produce documentation of compliance with continuing education requirements during an audit will result in the opening of a disciplinary

complaint against the Registered Engineer. If a violation is proven, the penalty shall be as determined by the Board

- 8.3. The Registered Engineer shall retain such receipts, vouchers, certificates, or other papers as may be necessary to document completion of the continuing education pursuant to an audit for four (4) years from the date of completion of the continuing education activity
9. Record Keeping: It is the Registered Engineer's responsibility to maintain sufficient records to demonstrate completion of continuing education requirements for at least 4 licensure cycles (four years).
10. Exemption from Continuing Education Requirements
 - 10.1. Registered Engineers who have achieved Registration by examination, i.e. by sections 9(2)(a) or 9(2)(b) of the PE Act 2004, shall be exempt for their first renewal period. The exemption does not apply to Engineers who have been registered by other means of obtaining registration
 - 10.2. Registered Engineers who have been temporarily registered under section 10 of the PE Act 2004
11. Qualifying Activities for The Laws and Regulations
 - 11.1. In order to comply with subsection 2. Registered Engineers shall demonstrate profession competency by:
 - 11.1.1. Either completing a continuing education course, as detailed in the subsection 11. 2. below;
 - 11.1.2. By serving as a Board member, as detailed in subsection 11.1.3 below, or
 - 11.1.3. By approval of the Board as a consulting engineer providing assistance to the Board in the performance of its duties, as detailed in subsection 11.4, below.
 - 11.2. Successful completion of a course of continuing education related to the Professional Engineers Act 2004 and the Professional Engineers Regulation, which must consist of a minimum of (1) continuing education hour
 - 11.3. Members of the Professional Engineers Board shall receive credit for the laws, rules and ethics requirements for their service as board members
 - 11.4. All consultant engineers used by the Board in the resolution of Board business, including development of Regulations and prosecution of discipline cases and complaints, shall receive credit for the laws, rules and ethics requirements.
 - 11.5. Service as a Member of Parliament or Statutory Officer shall meet the laws, rules and ethics requirements
12. Qualifying Activities for Professional Ethics
 - 12.1. Successful completion of a board approved continuing education course on Professional Ethics, which must consist of a minimum of (1) continuing education hour.
13. All courses on Laws, Regulations and Professional Ethics shall meet the requirements of the Board.