
**PROFESSIONAL ENGINEERS & GEOSCIENTISTS NEWFOUNDLAND &
LABRADOR
APPENDIX D**

**GP & CE POLICIES MONITORING & POLICY REVIEW SCHEDULE FOR
2011 - 2012**

<u>Policy Assignments</u>	<u>Review & Monitor Adherence</u>	<u>Month</u>	<u>Person Responsible</u>
GP-1 Global Governance Process Policy	Annually		
GP-2 Governing Style	Each meeting/Annually	April/12	D. Benson
GP-3 Council Job Contributions	Annually	Nov/11	W. Hunt
GP-4 President's Role	Annually	Nov/11	W. Hunt
GP-5 Council Committee Principles	Annually	April/12	S. Freake
GP-6 Council Committee Structure	Annually (includes sub-policies)	Sept /11	G. Holden
GP-7 Council and Committee Expenses	Annually	Feb /12	C. King
GP-8 Code of Conduct	Annually	Feb/12	C. King
GP-9 Conflict of Interest	Annually	April/12	T. Parsons
GP-10 Cost of Governance	Annually	April/12	G. Mifflin
GP-11 Primary Council Linkages	Every two years (Biennial)	Sept/11	J. Card
GP-12 Council Linkage with other Organizations	Every two years (Biennial)	Sept/11	J. Card
GP-13 Council Planning Cycle and Agenda Control	Annually	April/12	S. LaCour
GP-14 Handling of Operational Complaints	Annually	Feb/12	R. Churchill
GP-15 Handling of Apparent Policy Violations	Annually	Feb/12	R. Churchill
CE-1 Delegation to the CEO & Registrar	Annually	Sept/11	W. Hunt
CE-2 CEO & Registrar Job Contributions	June	June/12	D. Benson
CE-3 Monitoring Executive Performance	June	June/12	D. Benson

Revised: January 2012

**PROFESSIONAL ENGINEERS & GEOSCIENTISTS NEWFOUNDLAND &
LABRADOR
APPENDIX F**

**Board Planning Cycle for Monitoring Reports on Governance Process & Board/CEO
Policies
2011 – 2012**

Month 2011– 2012	Self- Monitoring Governance Process**	Person Responsible	Monitoring Council - Executive Relationship*	Person Responsible	Policy Review & Development ***	Board Education	Linkage with Owners
August 2011						Board Orientation	
September 2011	GP 6 GP 11 GP12	Holden Card Card					
November 2011	GP – 3 GP - 4	W. Hunt W. Hunt					
February 2012	GP – 7 GP - 8	C. King C. King					
April 2012	GP – 2 GP – 5 GP – 9 GP – 10 GP - 13	D. Benson S. Freake T. Parsons G. Mifflin S. LaCour					
June 2012			CE-2 CE-3	D. Benson D. Benson			
August 2012						Board Orientation	
September 2012			CE-1	W. Hunt			

* According to frequency specified in policy on "Monitoring Executive Performance" (CE–3).

** According to frequency specified in GP policy GP–13 on "Board Planning Cycle and Agenda Control".

*** Scheduled so that each policy is reviewed at least once a year. Also includes planned development work, particularly on Ends policies.

Revised: January 2012

MONITORING SCHEDULE

FOR

BOARD OF DIRECTOR MEETINGS

2011-2012

- | | |
|-----------------------|--------------|
| 1. August 5-6, 2011 | J. Card |
| 2. September 23, 2011 | R. Churchill |
| 3. November 4, 2011 | S. LaCour |
| 4. February 3, 2012 | G. Holden |
| 5. April 13, 2012 | W. Hunt |
| 6. June 7, 2012 | D. Benson |

2012-2013

- | | |
|-----------------------|-------------------|
| 1. August 24-25, 2012 | D. Spracklin-Reid |
|-----------------------|-------------------|

**PEGNL Board of Directors
Meeting Schedule
2011-2012**

September 23, 2011	PEGNL Boardroom
November 4, 2011	Memorial University, Faculty of Engineering & Applied Science
February 3, 2012	PEGNL Boardroom
April 13, 2012	PEGNL Boardroom
June 7, 2012	Hotel Gander
June 8, 2012	AGM – Hotel Gander
August 24-25, 2012	Fisher's Loft Inn, Port Rexton, NL <i>(2012-2013 Board members)</i>