

Table of Concordance By-Law Revisions | Annual Meeting 2023

Section	Old Version	New Version	Rationale
HRPA General By-Laws			
7.03	<p>7.03 Selection of Chair</p> <p>(a) The Chair shall be elected by the Board at a Board meeting to be called and held between the date of the announcement of the election of Directors set out in step one in Section 5.05(b) and the date of step seven of the table in Section 5.05(b).</p> <p>(b) Any Member Director is eligible to stand for election as Chair of the Board. Candidates for Chair require one supporting Board Director in order to stand for election. Any such Director who wishes to stand for election as Chair must declare their intent to do so no later than a nomination deadline to be established from time to time by the Board.</p>	<p>7.03 Selection of Chair.</p> <p>(a) The Chair shall be elected by the Board at a Board meeting to be called and held between the date of the announcement of the election of Directors set out in step one in Section 5.05(b) and the date of step seven of the table in Section 5.05(b).</p> <p>(b) Any Director is eligible to stand for election as Chair of the Board. Candidates for Chair require one supporting Board Director in order to stand for election. Any such Director who wishes to stand for election as Chair must declare their intent to do so no later than a nomination deadline to be established from time to time by the Board.</p>	<p>The modification to strike the term “Member” from Section 7.01.b of the HRP A General Bylaws and to further modify the Chair’s Role Description to indicate <u>Any Director</u> is eligible.</p> <p>In 2021 and early 2022 the Board undertook a review of governance practices. An item that was parked at the time, for future consideration was the opportunity for non-member directors and order in council appointees [public directors] to stand for election as board chair.</p> <p>The GNC revisited the item and determined that for the following reasons any director should be eligible:</p> <ul style="list-style-type: none"> - Reducing barriers to leadership opportunities within HRP A. - All Directors are equal in their rights, privileges, and duties regardless of registration with HRP A. - Promoting inclusivity. <p>It is important when considering the best fit for this integral position that the board should be thinking in terms of who has the deepest understanding and knowledge of the organization, how well the individual works with the CEO, and to what degree are they suited to be chair.</p>

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10.06	<p>Fellow of the Human Resources Professionals Association Title.</p> <p>Upon recommendation of the Awards Committee, the Board may authorize a Member of the Association to use the title of Fellow of the Human Resources Professionals Association and to use the initials FHRPA after their name. The Fellow of the Human Resources Professionals Association shall be awarded to Members who hold a designation granted by the Association and who have made outstanding contributions in at least three of four key areas:</p> <p>(a) Raising the profile of the Human Resources profession as a profession;</p> <p>(b) The development, sharing or promotion of innovative Human Resources concepts, policies, and practices;</p> <p>(c) Service to the Association; and</p> <p>(d) Service to the broader community as a Human Resources professional.</p> <p>Nominations for the title of Fellow of the Human Resources Professionals Association shall be made in accordance with the procedures set out by the Awards Committee.</p> <p>That an individual has been granted the right to use the title of Fellow of the Human Resources Professionals Association shall be recorded in the Register.</p>	<p>Fellow of the Human Resources Professionals Association Title.</p> <p>Upon recommendation of the Awards Committee, the Board may authorize a Member of the Association to use the title of Fellow of the Human Resources Professionals Association and to use the initials FHRPA after their name. The Fellow of the Human Resources Professionals Association shall be awarded to Members or registrants who have made outstanding contributions in at least four of six key areas:</p> <p>(a) Raising the profile Human Resources as a profession;</p> <p>(b) The development, sharing or promotion of innovative Human Resources concepts, policies, and practices;</p> <p>(c) Demonstrate the promotion of HRPAs to the broader community Service to the Association; and</p> <p>(d) Service to the broader community as a Human Resources professional.</p> <p>(e) Demonstrated progressive development of initiatives that support the strategic direction of HRPAs; and</p> <p>(f) Demonstrate a leadership contribution as chair of a committee or task force</p> <p>Nominations for the title of Fellow of the Human Resources Professionals Association shall be made in accordance with the procedures set out by the Awards Committee.</p> <p>That an individual has been granted the right to use the title of Fellow of the Human Resources Professionals Association shall be recorded in the Public Register.</p> <p>Individuals must continue to be Members in good standing and those who are designated must maintain their</p>	<p>HRPA's Awards Task Force has recommended that the current Honourary Life Award should be merged with HRPAs Fellow Award, FHRPA.</p> <p>All existing Honourary Life members will be referred to as "Fellows".</p> <p>To successfully merge existing honorary life members with the fellows, the requirements need to be adjusted to remove the HRPAs designation requirement. Clarity is added to the by-laws to ensure that those who are designated understand that they will need to upkeep their ongoing CPD to maintain their status.</p> <p>There is currently a co-dependency on the execution of our database upgrade. Once the upgrade is enabled all members affected will be informed of the change (which will likely be early Q1 FY 24).</p>

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	Individuals must continue to be Members in good standing and must maintain their designation through continuing professional development to maintain the right to use the title of Fellow of the Human Resources Professionals Association and to use the initials FHRPA after their name.	designation through continuing professional development to maintain the right to use the title of Fellow of the Human Resources Professionals Association and to use the initials FHRPA after their name.	
23.1	<p>23.1 Structure.</p> <p>The Membership of the Association will be divided into Chapters as follows:</p> <ol style="list-style-type: none"> 1. Algoma 2. Barrie & District 3. Durham 4. Chatham-Kent 5. Grand Valley 6. Guelph & District 7. Halton 8. Hamilton 9. London & District 10. Niagara 11. North Bay 12. Northern Ontario 13. Ottawa & District 14. Peel 15. Peterborough 16. Quinte 17. Sarnia & District 18. Sudbury 19. Thousand Islands 20. Toronto 21. West Toronto 22. Windsor & District 	<p>23.1 Structure.</p> <p>The Membership of the Association will be divided into Chapters as follows:</p> <ol style="list-style-type: none"> 1. Barrie & District 2. Durham 3. Chatham-Kent 4. Grand Valley 5. Guelph & District 6. Halton 7. Hamilton 8. London & District 9. Niagara 10. North Bay & Sudbury 11. Northern Ontario 12. Ottawa & District 13. Peel 14. Peterborough 15. Quinte & District 16. Sarnia & District 17. Thousand Islands 18. Toronto 19. West Toronto 20. Windsor & District 21. York Region 	Algoma Chapter Board sought approval from the Board to merge with North Bay & Sudbury Chapter.
Chapter Governance and Operating Terms			
Section	Old Version	New Version	Rationale

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	<p>Chapter Board Composition</p> <p>All Chapter Boards shall be comprised of a minimum of five (5) Chapter Directors to a maximum of eight (8) Chapter Directors.</p>	<p>Chapter Board Composition</p> <p>All Chapter Boards shall be comprised of a minimum of five (5) Chapter Directors to a maximum of seven (7) Chapter Directors.</p>	<p>Feedback from Chapter Leadership stated that the Regulatory Discussion Group Chair role was not essential to chapter operations and there was limited appetite from local members to participate in scheduled discussion groups.</p> <p>Removal of the Regulatory Discussion Group Chair will bring new Chapter Board maximum from eight to seven Directors.</p>
8.5	<p>Application of each individual for election shall:</p> <ul style="list-style-type: none"> • Be completed online through HRPAs online communities' platform. • include a biographical statement of qualifications 	<p>Application of each individual for election shall:</p> <ul style="list-style-type: none"> • Be completed online through an online application. • include a biographical statement of qualifications 	<p>Application is executed through <i>Formstack</i> platform for consistency with provincial board and ease of use.</p>
12.2	<p>Additional Optional Chapter Positions</p> <p>Subject to Section 7.2 of these Operating Terms, the Chapter Board may from time to time appoint Chapter Directors or a Chapter Member to a Chapter Position, other than those listed in Section 12.1 of these Operating Terms, if the Chapter Board deems the Chapter Position necessary to the Chapter's management, limited to the following Positions that have been approved by the Association:</p> <ul style="list-style-type: none"> (a) the Chair of the Chapter Mentorship (b) the Chair of the Chapter Student Liaison (c) the Chair of the Regulatory Discussion Group Committee 	<p>Additional Optional Chapter Positions</p> <p>Subject to Section 7.2 of these Operating Terms, the Chapter Board may from time to time appoint Chapter Directors or a Chapter Member to a Chapter Position, other than those listed in Section 12.1 of these Operating Terms, if the Chapter Board deems the Chapter Position necessary to the Chapter's management, limited to the following Positions that have been approved by the Association:</p> <ul style="list-style-type: none"> (a) the Chair of the Chapter Mentorship (b) the Chair of the Chapter Student Liaison 	<p>Feedback from Chapter Leadership to the Board indicated that the Regulatory Discussion Group Chair role was not essential to chapter operations.</p> <p>There was also no appetite from local members to participate in scheduled discussion groups. The position has therefore been removed as an additional Director.</p>

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12.3	<p>Multiple Chapter Positions</p> <p>(a) The Chapter Board may appoint one (1) Chapter Director, including the Chapter Past Chair (an ex-officio member of the Chapter Board in accordance with Section 13.1 of these Operating Terms), to the Chapter Positions of: Chapter Chair-Elect and any other Chapter Position, other than Chapter Secretary-Treasurer;</p> <p>(b) Chair, Chapter Programs Committee, and any other Chapter Position, other than Chapter Secretary- Treasurer; or</p> <p>(c) Chair of Regulatory Discussion Group Committee to be combined with Chapter Chair Elect or Chapter Past Chair if there is no Director filling this role</p> <p>(d) any other Chapter Position.</p>	<p>Multiple Chapter Positions</p> <p>(a) The Chapter Board may appoint one (1) Chapter Director, including the Chapter Past Chair (an ex-officio member of the Chapter Board in accordance with Section 13.1 of these Operating Terms), to the Chapter Positions of: Chapter Chair-Elect and any other Chapter Position, other than Chapter Secretary-Treasurer;</p> <p>(b) Chair, Chapter Programs Committee, and any other Chapter Position, other than Chapter Secretary-Treasurer; or</p> <p>(c) Chair of Mentorship may be combined with Chapter Chair Elect or Past Chapter Chair if there is no Director filling this role.</p> <p>(d) any other Chapter Position.</p>	<p>Connected with 12.2 where the Regulatory Discussion Group Chair role was removed.</p> <p>As the mentorship role is not a mandatory position, to provide consistency in messaging delivered to membership, the Vice Chair may act also hold the position of Mentorship Chair.</p>
14.7	<p>Chair, Chapter Mentorship</p> <p>The Chapter Mentorship Chair shall chair the Chapter Mentorship Committee, if any, formed under Section 16.1. The Chapter Mentorship Chair is responsible for supporting the HRP A Provincial Mentoring Program and shall encourage mentorship program engagement by keeping Chapter members informed of Mentorship program initiatives.</p>	<p>Chair, Chapter Mentorship</p> <p>The Chapter Mentorship Chair is responsible for promoting the HRP A Provincial Mentoring Program and shall encourage mentorship program engagement by keeping Chapter members informed of Mentorship program initiatives at Chapter events and through other communication channels available to the Chapter</p>	<p>The administration of Mentoring has been centralized and is now executed by staff.</p> <p>The Mentoring Chair’s role has been refined to promote the program at local events and answer questions from local Chapter members.</p>
14.9	<p>Chair, Regulatory Discussion Group</p> <p>The purpose of the Regulatory Discussion Group Committee (formerly known as the Chapter Regulatory Liaison Committee) is to provide a sounding board for the Registrar regarding matters relating to professional regulation.</p>	<p>Section removed.</p>	<p>Connected with 12.2 where the Regulatory Discussion Group Chair role was removed.</p> <p>Feedback from Chapter Leadership stated that the Regulatory Discussion</p>

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	<p>The Regulatory Discussion Group Committee is comprised of Regulatory Discussion Group Chairs elected, acclaimed, or appointed by Chapter Boards.</p> <p>The role of Regulatory Discussion Group Chairs is to (1) convene and facilitate chapter-level Regulatory Discussion Groups and (2) to bring the results of these chapter-level discussions to the Provincial-level Regulatory Discussion Group Committee.</p> <p>The role of the Registrar is to (1) select a topic for discussion, (2) prepare discussion guides and materials to assist Regulatory Discussion Group Chairs in facilitating chapter-level Regulatory Discussion Group discussions, and (3) facilitate the association-level take-up and integration of chapter-level discussions.</p> <p>There will be two discussions per year.</p>		<p>Group Chair role was not essential to chapter operations and there was no appetite from local members to participate in scheduled discussion groups.</p>
15	<p>SECTION 15 – LIAISON – EDUCATIONAL INSTITUTIONS</p> <p>15.1 Liaison Role of Chapter Board</p> <p>It is the responsibility of the Association to inform, liaise, network, and promote the human resources profession and Association Membership to student and other representatives of Educational Institutions, including those Educational Institutions within the Chapter’s geographic area. If contacted by a student or another representative of an Educational Institution, the Chapter Board or the Chapter Student Liaison (if one is appointed in accordance with Section 16.1 of these Operating Terms) shall refer such person to the Association’s staff.</p>	Removed	<p>The Local Campus Ambassador program which was introduced in 2022 covers these responsibilities and provides improved opportunities to the build relationships with post-secondary schools. This Liaison role has been phased out over the years and we currently do not have anyone in this role that will need to be grandfathered with this adjustment.</p>

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16.1	<p>Chapter Committees</p> <p>The Chapter Board may form the following Chapter Committees:</p> <p>(a) the Chapter Communications Committee, with the description set out in Section 14.6; (b) the Chapter Programs Committee, with the description set out in Section 14.5; and (c) the Chapter Student Liaison Committee, with the description set out in Section 14.8; (d) the Chapter Mentorship Committee, with the description set out in Section 14.7</p>	<p>Chapter Committees</p> <p>The Chapter Board may form the following Chapter Committees:</p> <p>(a) the Chapter Communications Committee, with the description set out in Section 14.6; (b) the Chapter Programs Committee, with the description set out in Section 14.5; and (c) the Chapter Student Liaison Committee, with the description set out in Section 14.8;</p>	<p>Connected with section 14.7, the administration of Mentoring has been centralized and is now executed by staff.</p> <p>The Mentoring Chair does not require a committee as their main responsibility is to relay information at local events. This role does not require committee support.</p>
16.2	<p>Chapter Committee Membership and Terms</p> <p>The Chapter Committee Membership term is 1 year starting December 1st. In order for a committee opportunity to be posted for volunteers, Terms of Reference must be signed by the Chapter Board and sent to HRP A Staff. Committee members can reapply to a committee for a maximum of 6 consecutive terms, or up to 6 years.</p>	<p>Chapter Committee Membership and Terms</p> <p>The annual Chapter Committee member recruitment begins in September and is completed before December 1st each year. The Chapter Committee Membership term is 1 year starting December 1st. In order for a committee opportunity to be posted for volunteers, Terms of Reference must be signed by the Chapter Board and sent to HRP A Staff. Committee members can reapply to a committee for a maximum of 6 consecutive terms, or up to 6 years.</p> <p>HRP A Staff will support Chapters with quarterly volunteer recruitment to back-fill Chapter Committee positions that may become vacant mid-term or to recruit for ad-hoc Chapter support volunteers.</p>	<p>Adding clarification on the committee recruitment timeline.</p> <p>Adding opportunity to Chapters to backfill volunteer positions on a quarterly basis as we have received feedback that this would be helpful.</p>

SCHEDULES

Section	New Version
Schedule 1 Code of Ethics and Rules of Professional Conduct	<p>Link to view new Code of Ethics and Rules of Professional Conduct: https://hrpa.s3.amazonaws.com/uploads/2022/08/HRPA-Code-of-Ethics-and-Rules-of-Professional-Conduct.pdf</p> <p>Rationale: The <i>Code of Ethics and Rules of Professional Conduct</i> applies to all registered members, firms and students. They define what is acceptable professional conduct and what constitutes professional misconduct that could result in complaints</p>

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		and/or discipline. Should any registered member, firm or student be the subject of a <u>complaint</u> to the HRP, they will be expected to be able to demonstrate their compliance with the Code of Ethics and Rules of Professional Conduct.	
Schedule 1a HRPA Practice Standard – Conducting Workplace Investigations		<p>Link to view HRP Practice Standard – Conducting Workplace Investigations: https://hrpa.s3.amazonaws.com/uploads/2022/08/HRPA-Practice-Standard-Conducting-Workplace-Investigations-1.pdf</p> <p>Rationale: HRP’s Practice Standards and Practice Guidelines importantly supplement the Code of Ethics and Rules of Professional Conduct. They offer detailed guidance on specific HR-practice areas that have been determined to be high-risk, based on HRP’s risk roster. Practice standards define the minimum expectations/standards of professional practice that registered members, firms and students must follow to ensure safe and effective practice as it relates to the specific topic area. Practice guidelines are advice to assist registered members, firms, and students on specific practice areas.</p>	

Prepared for HRP’s Annual Meeting May 17, 2023