

Adjudico

● EXPERT SERVICES ●

Adjudication Awareness Bulletin (February, 2019) Classification of Adjudicator Skills Use of O*NET Methodology

This is further to the Adjudication Awareness Bulletin – Special Bulletin #2 (January, 2019) titled “Ministry of the Attorney General Considering Options” with respect to the Construction Act (“Act”) that came into force in Ontario in 2017.

It is anticipated by the Act that Adjudicators should be capable of making informed decisions based on their knowledge and expertise. In addition, it is reasonably expected that Adjudicators should have no conflicts of interest, a defined amount of experience, including a minimum number of years, and completed a training and certification program overseen by the Authorized Nominating Authority (“ANA”). Further, the Adjudicator must also have no criminal record, no record of an undischarged bankruptcy, and be security cleared on government contracts (where relevant).

Upon review of the skills that are required of the Adjudicators prescribed under the Act, it is interesting to correlate such skills with the Occupational Information Network (also referred to as “O*NET”), which was developed by the US Department of Labor in collaboration with its Bureau of Labor Statistics’ Standard Classification of Occupations. O*NET defines certain skills which are considered to be directly relevant to those required of Adjudicators performing their roles under the Act. The following are the specific competencies defined by O*NET that are relevant and directly linked to those required of Adjudicators:

1. **Active Learning:** Understanding the implications of new information for both current and future problem-solving and decision making
2. **Active Listening:** Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times
3. **Speaking & Writing:** Orally communicating with others to convey information effectively and effectively communicating in writing as appropriate for the needs of the audience
4. **Analytical Thinking & Attention to Detail:** Analyze information and use logic to address work-related issues and problems
Meticulous with detail and thorough in carrying-out work tasks
5. **Dependability & Integrity:** Reliable, responsible, and dependable, and fulfill obligations. Honest and ethical behaviour
6. **Complex Problem-Solving:** Identifying complex problems and reviewing related information to develop and evaluate options, and implement solutions
7. **Time Management:** Managing one’s own time and the time of others
8. **Responsibility & Autonomy:** Making decisions on their own and working with limited supervision
9. **Critical Thinking:** Using logic and reasoning to identify the strengths
10. **Leadership:** Willingness to lead, take charge, and offer opinions and direction
11. **Management of Financial Resources:** Determining how financial resources will be expended to get the work done, and accounting for these expenditures
12. **Management of Material Resources:** Obtaining and seeing to the appropriate use of equipment, facilities, and materials needed to do certain work
13. **Quantitative Abilities:** Abilities that influence the solution of problems involving mathematical relationships
14. **Self-Control:** Maintaining composure, keeping emotions in check, controlling anger, and avoiding aggressive behavior, even in very difficult situations
15. **Stress Tolerance:** Dealing calmly and effectively with high stress situations

Therefore, in selecting Adjudicators, the ANA should ensure that the above skills are considered.

Watch this space: Further Adjudication Awareness Bulletins will follow!

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