

Assessment of Professional Competence (APC)

August 2007

Requirements and competencies

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Section one - Introduction

Routes to membership

The following routes lead to chartered membership (MRICS):

- Graduate 1, 2 and 3
- Adaptation 1
- Senior Professional
- Academic.

All these routes require candidates to complete the Assessment of Professional Competence (APC).

About the APC

The APC ensures that potential members are competent to practise and meet the high standards of professionalism required by RICS.

The APC normally consists of:

- a period of structured training
- a final assessment interview.

The structured training is based on candidates achieving a set of requirements or competencies. These are a mix of technical and professional practice, interpersonal, business and management skills. The competencies undertaken will depend on the route to membership and the APC pathway. Each pathway has both mandatory and technical competencies.

How to use this guide

Please read this guide in conjunction with the candidate's guide for your route to membership and the *Guide for supervisors, counsellors and employers – graduate and adaptation routes to membership*, if applicable. You can find all the guides in 'Key APC documents/templates' in the 'How to join' section of www.joinricsineurope.eu

Section one – provides information on the technical competencies and how to choose them, as well as detailed information on the mandatory competencies.

Section two – lists each APC pathway and their competencies, reflecting the needs of the RICS Faculties and the market sector specialisms they support.

Section three – lists the definitions, in alphabetical order, of the individual mandatory and technical competencies.

About the competencies

The APC aims to assess that you are competent to carry out the work of a qualified chartered surveyor. To be competent is to have the skill or ability to perform a task or function. The RICS competencies are not just a list of tasks or functions, they are also based upon attitudes and behaviours.

RICS Faculties have drawn up the technical competencies in a generic way so that they can be applied to different areas of practice and geographical locations. It is important that you interpret them within the context of your own area of practice or specialism and geography. You can find the alphabetical list of technical competencies on pages 36-67.

Each competency is defined at three levels of attainment. You **have to** reach the required level in a logical progression and in successive stages:

Level 1 knowledge and understanding

Level 2 application of knowledge and understanding

Level 3 reasoned advice and depth of technical knowledge

The competencies are in three distinct categories:

Mandatory competencies – personal, interpersonal, professional practice and business skills common to all pathways and **compulsory** for all candidates

Core competencies – primary skills of your chosen APC pathway.

Optional competencies – selected as additional skill requirements for your APC pathway from a list of competencies relevant to that pathway. In most cases there is an element of choice.

Choosing your competencies

It is important that you give careful thought to your choice and combination of competencies. Your choice will inevitably reflect the work you do in your day-to-day environment (driven by the needs of your clients/employer). Your choice and combination of competencies will be a reflection of your judgement. At the final assessment interview, the assessors will take these choices into account. They will expect you to present a sensible and realistic choice that reflects the skills needed to fulfil the role of a surveyor in your field of practice.

The mandatory competencies

All candidates, on all routes and all pathways, must achieve the defined level of the mandatory competencies.

These competencies are a mix of the professional practice, interpersonal, business and management skills that are considered common to, and necessary for, all chartered surveyors. You **need to** achieve the **minimum** standards as set out below.

Conduct rules, ethics and professional practice – **to level 3**

Client care]	
Communication and negotiation]	to level 2
Health and safety]	

Accounting principles and procedures]	
Business planning]	
Conflict avoidance, management and dispute resolution procedures]	to
Data management]	level 1
Sustainability]	
Teamworking]	

For explanation of levels, see pages 29-33.

For the Senior Professional route to membership the following must also be achieved:

Leadership]	
Managing people]	to level 2
Managing resources (excluding human resources)]	

(for explanation of levels, see pages 33-34)

Some of the APC pathways include a specific mandatory competency. If so this competency will be shown in the core or optional list for that pathway and will need to be achieved to a higher level than they would be as a mandatory competency.

Section two - APC pathway requirements

APC pathway - Arts and antiques

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Object identification (T059)
- Research methodologies and techniques (T076)
- Valuation (T083)

Level 1

- Auctioneering (T004)

Optional competencies

Three competencies to Level 3 from the list below

or

Two competencies to Level 3 **and** two competencies to Level 2 from the list below.

- Auctioneering (T004)
- Capital taxation (T009)
- Conservation and restoration (T012)
- Insurance (T045)
- Purchase and sale (T073)
- Accounting principles and procedures (M001) **or** Business planning (M002) **or** Communication and negotiation (M004) (the latter must be taken to Level 3)

APC pathway - Building control

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Building control inspections (T005)
- Environmental audit (and monitoring) (T029)
- Fire safety (T033)
- Inspection (T044)
- Legal/regulatory compliance (T051)

Optional competencies

One competency to Level 3 **and** one competency to Level 2 from the list below.

- Analysis of client requirements (T003)
- Building pathology (T006)
- Conservation and restoration (T012)
- Construction technology and environmental services (T013)
- Contaminated land (T015)
- Measurement of land and property (T057)
- Planning (T061)
- Property records/information systems (T072)
- Risk management (T077)
- Works progress and quality management (T085)
- Sustainability (M009)

Plus one competency to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

APC pathway - Building surveying

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Building pathology (T006)
- Construction technology and environmental services (T013)
- Contract administration (T016)
- Design and specification (T021)
- Inspection (T044)
- Legal/regulatory compliance (T051)

Optional competencies

Three competencies to Level 2 from the list below.

- Analysis of client requirements (T003)
- Commercial management of construction (T010)
- Conservation and restoration (T012)
- Contract practice (T017)
- Design economics and cost planning (T022)
- Development/project briefs (T024)
- Fire safety (T033)
- Housing maintenance, repair and improvements (T039) **or** Maintenance management (T053)
- Insurance (T045)
- Measurement of land and property (T057)
- Project financial control and reporting (T067)
- Quantification and costing of construction works (T074)
- Risk management (T077)
- Works progress and quality management (T085)
- Conflict avoidance, management and dispute resolution procedures (M006) **or** Health and safety (M008) (must be taken to Level 3) **or** Sustainability (M009)

APC pathway - Commercial property practice

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Inspection (T044)

Level 2

- Measurement of land and property (T057)
- Valuation (T083) (or Level 3*)

Optional competencies

Three competencies to Level 3* from the list below.

- Access and rights over land (T001)
- Auctioneering (T004)
- Building pathology (T006)
- Capital taxation (T009)
- Compulsory purchase and compensation (T011)
- Contaminated land (T015)
- Corporate real estate management (T019)
- Development appraisals (T023)
- Indirect investment vehicles (T043)
- Insurance (T045)
- Investment management (including fund and portfolio management) (T046)
- Landlord and tenant (including rent reviews and lease renewals) (T048)
- Leasing/letting (T050)
- Local taxation/assessment (T052)
- Planning (T061)
- Property finance and funding (T069)
- Property management (T070)
- Property management accounting (T071)
- Property records/information systems (T072)
- Purchase and sale (T073)
- Strategic real estate consultancy (T079)
- Accounting principles and procedures (M001) **or** Conflict avoidance, management and dispute resolution procedures (M006) **or** Sustainability (M009)

Plus one competency to Level 3 **or** two competencies to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

* If Valuation is taken as a Level 3 core competency then the optional competency requirements are two at Level 3 and one at Level 2

plus

one competency to Level 3 **or** two competencies to Level 2 from the full list of technical competencies, including any not already chosen from the list above.

APC pathway - Environment

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Inspection (T044)
- Sustainability (M009)

Level 2

- Measurement of land and property (T057)

Optional competencies

Two competencies to Level 3 from the list below.

- Contaminated land (T015)
- Environmental assessment (T028)
- Environmental audit (and monitoring) (T029)
- Environmental management (T030)
- Environmental science and processes (T031)
- Laboratory procedures (T047)
- Legal/regulatory compliance (T051)
- Management of the built environment (T054)
- Management of the natural environment and landscape (T055)

Plus three competencies to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

APC pathway - Facilities management

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Two competencies to Level 3 **and** two competencies to Level 2 from the list below.

- Analysis of client requirements (T003)
- Corporate real estate management (T019)
- Maintenance management (T053)
- Procurement and tendering (T062)
- Project financial control and reporting (T067)
- Supplier management (T080)

Optional competencies

One competency to Level 3 **and** two competencies to Level 2 from the list below (including any core competencies not already used).

- Construction technology and environmental services (T013)
- Consultancy services (T014)
- Contract administration (T016)
- Contract practice (T017)
- Design and specification (T021)
- Environmental management (T030)
- Fire safety (T033)
- GIS (T036)
- Landlord and tenant (including rent reviews and lease renewals) (T048)
- Project audit (T065)
- Project financial control and reporting (T067)
- Property management (T070)
- Strategic real estate consultancy (T079)
- Works progress and quality management (T085)
- Conflict avoidance, management and dispute resolution procedures (M006) **or** Health and safety (M008) (must be taken to Level 3) **or** Sustainability (M009)

Plus one competency to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the lists on this page.

APC pathway - Geomatics (including hydrographic)

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Three competencies to Level 3 from the list below.

- Cadastre and land management (T007)
- Engineering surveying (T027)
- Geodesy (T035)
- GIS (T036)
- Hydrographic (marine) surveying (T042)
- Mapping (T056)
- Measurement of land and property (T057)
- Property records/information systems (T072)
- Remote sensing and photogrammetry (T075)
- Spatial data capture and presentation (advanced mapping) (T078)
- Surveying land and sea (T081)
- Use of the marine environment (T082)

Optional competencies

Three competencies to Level 2 from the list below (including any core competencies not already used).

- Access and rights over land (T001)
- Analysis of client requirements (T003)
- Construction technology and environmental services (T013)
- Consultancy services (T014)
- Development/project briefs (T024)
- Environmental assessment (T028)
- Ground engineering and subsidence (T037)
- Legal/regulatory compliance (T051)
- Management of the natural environment and landscape (T055)
- Planning (T061)
- Project administration (T064)

Plus one competency to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the lists on this page.

Notes: If you are following the pathway to chartered hydrographic surveyor you must include hydrographic (marine) surveying competency to Level 3 amongst your core competencies.

If you are following the pathway to chartered engineering surveyor you must include the engineering surveying competency to Level 3 amongst your core competencies.

APC pathway - Housing management and development

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Two competencies to Level 3, one competency to Level 2 and one competency to Level 1 from the list below.

- Housing aid or advice (T038)
- Housing maintenance, repair and improvements (T039)
- Housing management and policy (T040)
- Housing strategy and provision (T041)

Optional competencies

One competency to Level 3 **and** two competencies to Level 2 from the list below.

- Auctioneering (T004)
- Building pathology (T006)
- Capital taxation (T009)
- Compulsory purchase and compensation (T011)
- Contaminated land (T015)
- Environmental assessment (T028)
- Investment management (including fund and portfolio management) (T046)
- Inspection (T044)
- Landlord and tenant (including rent reviews and lease renewals) (T048)
- Land use and diversification (T049)
- Local taxation/assessment (T052)
- Maintenance management (T053)
- Measurement of land and property (T057)
- Leasing/letting (T050)
- Planning (T061)
- Property finance and funding (T069)
- Property management (T070)
- Property management accounting (T071)
- Property records/information systems (T072)
- Purchase and sale (T073)
- Valuation (T083)
- Conflict avoidance, management and dispute resolution procedures (M006) **or** Sustainability (M009)

Plus one competency to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

APC pathway - Machinery and business assets

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Inspection (T044)
- Valuation (T083)

Level 2

- Measurement of land and property (T057)

Optional competencies

Two competencies to Level 3 **and** one competency to Level 2 from the list below.

- Auctioneering (T004)
- Capital taxation (T009)
- Compulsory purchase and compensation (T011)
- Corporate recovery and insolvency (T020)
- Insurance (T045)
- Investment management (including fund and portfolio management) (T046)
- Leasing/letting (T050)
- Local taxation/assessment (T052)
- Purchase and sale (T073)
- Accounting principles and procedures (M001)

Plus one competency to Level 3 **or** two competencies to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

APC pathway - Management consultancy

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Business planning (M002)
- Consultancy services (T014)
- Strategic real estate consultancy (T079)

Optional competencies

Two competencies to Level 3 **and** one competency to Level 2 from the list below.

- Analysis of client requirements (T003)
- Corporate finance (T018)
- Corporate real estate management (T019)
- Corporate recovery and insolvency (T020)
- Development appraisals (T023)
- Development/project briefs (T024)
- Economic development (T026)
- Option appraisal (T060)
- Programming and planning (T063)
- Project evaluation (T066)
- Property finance and funding (T069)
- Research methodologies and techniques (T076)
- Managing resources (SP003)

Plus one competency to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

APC pathway - Minerals and waste management

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Minerals management (T058) **or** Waste management (T084)

Level 2

- Legal/regulatory compliance (T051)

and three competencies to Level 3 from the list below

- Environmental assessment (T028)
- Environmental audit (and monitoring) (T029)
- Ground engineering and subsidence (T037)
- Inspection (T044)
- Landlord and tenant (including rent reviews and lease renewals) (T048)
- Legal/regulatory compliance (T051)
- Mapping (T056)
- Planning (T061)
- Valuation (T083)

Optional competencies

Two competencies to Level 2 from the list below (including any core competencies not already used).

- Consultancy services (T014)
- Contaminated land (T015)
- Contract administration (T016)
- Development appraisals (T023)
- Development/project briefs (T024)
- Risk management (T077)
- Works progress and quality management (T085)
- Sustainability (M009)

Plus one competency to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the lists on this page.

APC pathway - Planning and development

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Development appraisals (T023)
- Planning (T061)

Level 2

- Legal/regulatory compliance (T051)

Level 1

- Mapping (T056)
- Measurement of land and property (T057)
- Valuation (T083)

Optional competencies

Two competencies to Level 3 from the list below.

- Access and rights over land (T001)
- Cadastre and land management (T007)
- Compulsory purchase and compensation (T011)
- Development/project briefs (T024)
- Economic development (T026)
- Housing strategy and provision (T041)
- Leasing/letting (T050)
- Management of the built environment (T054)
- Purchase and sale (T073)
- Sustainability (M009)

Plus one competency to Level 3 **or** two competencies to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

APC pathway - Project management

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Contract practice (T017)
- Managing people (SP002)
- Procurement and tendering (T062)
- Programming and planning (T063)

Level 2

- Construction technology and environmental services (T013)
- Leadership (SP001)
- Project administration (T064)
- Project process and procedures (T068)
- Risk management (T077)

Optional competencies

Three competencies to Level 2 from the list below.

- Commercial management of construction (T010)
- Development appraisals (T023)
- Development/project briefs (T024)
- Project audit (T065)
- Project evaluation (T066)

APC pathway - Property finance and investment

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Three competencies to Level 3 **and** one competency to Level 2 from the list below.

- Financial modelling (T032)
- Inspection (T044)
- Investment management (including fund and portfolio management) (T046)
- Property finance and funding (T069)

plus

Level 1

- Valuation (T083)

Optional competencies

One competency to Level 3 **and** one competency to Level 2 from the list below.

- Capital taxation (T009)
- Corporate finance (T018)
- Development appraisals (T023)
- Indirect investment vehicles (T043)
- Landlord and tenant (including rent reviews and lease renewals) (T048)
- Leasing/letting (T050)
- Local taxation/assessment (T052)
- Property management (T070)
- Purchase and sale (T073)
- Research methodologies and techniques (T076)
- Strategic real estate consultancy (T079)
- Valuation (T083)
- Accounting principles and procedures (M001)

Plus one competency to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

APC pathway - Quantity surveying and construction

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Commercial management of construction (T010) **or** Design economics and cost planning (T022)*
- Contract practice (T017)
- Construction technology and environmental services (T013)
- Procurement and tendering (T062)
- Project financial control and reporting (T067)
- Quantification and costing of construction works (T074)

Optional competencies

Two competencies at Level 2 from the list below.

- Capital allowances (T008)
- Commercial management of construction (T010) **or** Design economics and cost planning (T022) (whichever is not selected as a core competency)
- Contract administration (T016)
- Corporate recovery and insolvency (T020)
- Due diligence (T025)
- Insurance (T045)
- Programming and planning (T063)
- Project evaluation (T066)
- Risk management (T077)
- Conflict avoidance, management and dispute resolution procedures (M006) **or** Sustainability (M009)

Notes: Candidates should select from one of the following fields of work in which to demonstrate their competency:

- Building
- Civil Engineering
- Railways
- Petro-chemicals
- Oil / gas installations
- Mechanical and electrical installations

*Quantity surveyors working in a commercial or contracting environment will probably choose Commercial management of construction to Level 3. Quantity surveyors working in a consulting environment within either the public or private sector will probably choose Design economics and cost planning to Level 3.

APC pathway - Research

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Analysis of client requirements (T003)
- Data management (M007)
- Research methodologies and techniques (T076)

Optional competencies

Five competencies to Level 1 from the core and optional competency lists for your chosen APC pathway.

Plus one competency to Level 2 and two competencies to Level 1 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions).

Note: You must demonstrate competence in research that is applied to the delivery of solutions to a wide range of projects, employing a range of approaches and relating to a number of locations. The research must be relevant to your chosen APC pathway.

APC pathway - Residential property practice

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Inspection (T044)
- Purchase and sale (T073)

Level 2

- Leasing/letting (T050)
- Measurement of land and property (T057)
- Valuation (T083) (or Level 3*)

Optional competencies

One competency to Level 3 **and** one competency to Level 2* from the list below.

- Auctioneering (T004)
- Building pathology (T006)
- Capital taxation (T009)
- Compulsory purchase and compensation (T011)
- Contaminated land (T015)
- Environmental assessment (T028)
- Housing aid or advice (T038)
- Housing maintenance, repair and improvements (T039)
- Housing management and policy (T040)
- Housing strategy and provision (T041)
- Indirect investment vehicles (T043)
- Investment management (including fund and portfolio management) (T046)
- Landlord and tenant (including rent reviews and lease renewals) (T048)
- Land use and diversification (T049)
- Local taxation/assessment (T052)
- Maintenance management (T053)
- Planning (T061)
- Property finance and funding (T069)
- Property management (T070)
- Property management accounting (T071)
- Property records/information systems (T072)
- Conflict avoidance, management and dispute resolution procedures (M006) **or** Sustainability (M009)

Plus one competency to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

*If Valuation is taken as a Level 3 core competency, then optional competency requirements are two competencies to Level 2 **plus** one competency to Level 2 from the full list of technical competencies, including any not already chosen from the list above.

APC pathway - Residential survey and valuation

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Building pathology (T006)
- Inspection (T044)

Level 2

- Measurement of land and property (T057)
- Valuation (T083) (or Level 3*)

Optional competencies

One competency to Level 3 **and** two competencies to Level 2* from the list below

- Auctioneering (T004)
- Capital taxation (T009)
- Compulsory purchase and compensation (T011)
- Contaminated land (T015)
- Environmental assessment (T028)
- Housing aid or advice (T038)
- Housing maintenance, repairs and improvements (T039)
- Housing management and policy (T040)
- Housing strategy and provision (T041)
- Indirect investment vehicles (T043)
- Investment management (including fund and portfolio management) (T046)
- Landlord and tenant (including rent reviews and lease renewals) (T048)
- Land use and diversification (T049)
- Leasing/letting (T050)
- Local taxation/assessment (T052)
- Maintenance management (T053)
- Planning (T061)
- Property finance and funding (T069)
- Property management (T070)
- Property management accounting (T071)
- Property records/information systems (T072)
- Purchase and sale (T073)
- Conflict avoidance, management and dispute resolution procedures (M006) **or** Sustainability (M009)

Plus one competency to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

*If Valuation is taken as a Level 3 core competency then the optional competency requirements are three competencies to Level 2 **plus** one competency to Level 2 from the full list of technical competencies, including any not already chosen from the list above.

APC pathway - Rural

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

One competency to Level 3 from the list below.

- Agriculture (T002)
- Management of the natural environment and landscape (T055)
- Property management (T070)
- Valuation (T083)

Optional Competencies

Three competencies to Level 3 **and** two competencies to Level 2 from the list below (including any core competencies not already used*).

- Access and rights over land (T001)
- Auctioneering (T004)
- Capital taxation (T009)
- Compulsory purchase and compensation (T011)
- Development appraisals (T023)
- Forestry and woodland management (T034)
- Investment management (including fund and portfolio management) (T046)
- Landlord and tenant (including rent reviews and lease renewals) (T048)
- Land use and diversification (T049)
- Planning (T061)
- Property finance and funding (T069)
- Purchase and sale (T073)
- Strategic real estate consultancy (T079)
- Accounting principles and procedures (M001) **or** Conflict avoidance, management and dispute resolution procedures (M006) **or** Sustainability (M009)

Plus one competency to Level 3 **or** two competencies to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the lists on this page.

* If Agriculture has not been selected as the one core, it **must** be taken as one of the optional competencies to either Level 3 or Level 2.

APC pathway - Taxation allowances

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Accounting principles and procedures (M001)
- Capital allowances (T008)
- Construction technology and environmental services (T013)
- Quantification and costing of construction works (T074)
- Valuation (T083)

Level 2

- Contract practice (T017)

Optional competencies

Two competencies to Level 2 from the list below.

- Capital taxation (T009)
- Contaminated land (T015)
- Design economics and cost planning (T022)
- Development appraisals (T023)
- Due diligence (T025)
- Insurance (T045)
- Property finance and funding (T069)
- Property management accounting (T071)
- Risk management (T077)
- Sustainability (M009)

APC pathway - Valuation

Note: the references in brackets below are further explained on pages 36-67.

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies (see page 5).

Core competencies

Level 3

- Inspection (T044)
- Valuation (T083)

Level 2

- Measurement of land and property (T057)

Optional competencies

Two competencies to Level 3 **and** one competency to Level 2 from the list below.

- Access and rights over land (T001)
- Auctioneering (T004)
- Building pathology (T006)
- Capital taxation (T009)
- Compulsory purchase and compensation (T011)
- Contaminated land (T015)
- Corporate real estate management (T019)
- Development appraisals (T023)
- Indirect investment vehicles (T043)
- Insurance (T045)
- Investment management (including fund and portfolio management) (T046)
- Landlord and tenant (including rent reviews and lease renewals) (T048)
- Leasing/letting (T050)
- Local taxation/assessment (T052)
- Planning (T061)
- Property finance and funding (T069)
- Property management (T070)
- Property management accounting (T071)
- Property records/Information systems (T072)
- Purchase and sale (T073)
- Strategic real estate consultancy (T079)
- Accounting principles and procedures (M001) **or** Conflict avoidance, management and dispute resolution procedures M006 **or** Sustainability (M009)

Plus one competency to Level 3 **or** two competencies to Level 2 from the full list of technical competencies (see page 36 for the alphabetical list of technical definitions), including any not already chosen from the list above.

Section three – The competency definitions

Alphabetical list of mandatory competencies

- M001** Accounting principles and procedures
- M002** Business planning
- M003** Client care
- M004** Communication and negotiation
- M005** Conduct rules, ethics and professional practice
- M006** Conflict avoidance, management and dispute resolution procedures
- M007** Data management
- M008** Health and safety
- M009** Sustainability
- M010** Teamworking

Additional list of Senior Professional mandatory competencies

- SP001** Leadership
- SP002** Managing people
- SP003** Managing resources (excluding human resources)

Mandatory competency definitions

Accounting principles and procedures

M001

AT LEVEL ONE

Demonstrate knowledge and understanding of accounting concepts and the format and preparation of management and company accounts, including profit and loss statements, cash flow statements and balance sheets.

AT LEVEL TWO

Provide evidence of interpretation of company accounts and balance sheets in your area of practice and application of appropriate accounting and regulatory standards.

AT LEVEL THREE

Provide evidence of reasoned advice given to clients with regard to profit and loss statements and balance sheets.

Business planning

M002

AT LEVEL ONE

Demonstrate knowledge and understanding of how business planning activities contribute to the achievement of corporate objectives.

AT LEVEL TWO

Provide evidence of application of the principles and demonstrate your ability to use the tools of business planning appropriate to your area of practice.

AT LEVEL THREE

Provide evidence of reasoned advice given to clients and others of the principles and tools of business planning and be able to evaluate your performance and outcomes.

Client care

M003

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles and practice of client care including:

- the concept of identifying all clients/colleagues/third parties who are your clients and the behaviours that are appropriate to establish good client relationships
- the systems and procedures that are appropriate for managing the process of client care, including complaints
- the requirement to collect data, analyse and define the needs of clients.

AT LEVEL TWO

Provide evidence of practical application of the principles and practice of client care in your area of practice.

AT LEVEL THREE

Provide evidence of reasoned advice given to clients and others.

Communication and negotiation

M004

AT LEVEL ONE

Demonstrate knowledge and understanding of effective oral, written, graphic and presentation skills including the methods and techniques that are appropriate to specific situations.

AT LEVEL TWO

Provide evidence of practical application of oral, written, graphic and presentation skills that are appropriate in a variety of situations, specifically including where negotiation is involved.

AT LEVEL THREE

Provide evidence of evaluation of your communication in a variety of situations.

Conduct rules, ethics and professional practice

M005

AT LEVEL ONE

Demonstrate knowledge and understanding of the role and significance of RICS and its functions. Also an appreciation of your personal professional role and society's expectations of professional practice and RICS code of conduct and conduct regulations, including the general principles of law and the legal system, as applicable in your country of practice.

AT LEVEL TWO

Provide evidence of practical application in your area of practice, being able to justify actions at all times and demonstrate personal commitment to the rules of conduct, ethics and RICS nine core values.

AT LEVEL THREE

Provide evidence of application of the above in your area of practice in the context of advising clients.

Conflict avoidance, management and dispute resolution procedures

M006

AT LEVEL ONE

Demonstrate knowledge and understanding of the techniques for conflict avoidance, conflict management and dispute resolution procedures including for example adjudication and arbitration, appropriate to your APC pathway.

AT LEVEL TWO

Provide evidence of practical application in your area of practice having regard to the relevant law.

AT LEVEL THREE

Provide evidence of the application of the above in the context of advising clients in the various circumstances referred to above.

Data management

M007

AT LEVEL ONE

Demonstrate knowledge and understanding of the sources of information and data, and of the systems applicable to your area of practice, including the methodologies and techniques most appropriate to collect, collate and store data.

AT LEVEL TWO

Provide evidence of practical application in your area of practice and understand the relevance of information gathered and the uses to which it can be applied. Analyse the information and data collected.

AT LEVEL THREE

Provide evidence of reasoned advice given to clients and others on the use and practical application of the information collected and systems used, and/or specify the most appropriate way for your own and/or a client organisation to collect, analyse and apply relevant information and data.

Health and safety

M008

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles and responsibilities imposed by law, codes of practice and other regulations appropriate to your area of practice.

AT LEVEL TWO

Provide evidence of practical application of health and safety issues and the requirements for compliance, in your area of practice.

AT LEVEL THREE

Provide evidence of reasoned advice given to clients and others on all aspects of health and safety, including undertaking a risk assessment.

Sustainability

M009

AT LEVEL ONE

Demonstrate knowledge and understanding of why and how sustainability seeks to balance economic, environmental and social objectives at global, national and local levels, in the context of land, property and the built environment.

AT LEVEL TWO

Provide evidence of practical application of sustainability appropriate to your area of practice, and of awareness of the circumstances in which specialist advice is necessary.

AT LEVEL THREE

Provide evidence of reasoned advice given to clients and others on the policy, law and best practice of sustainability, in your area of practice.

Teamworking

M010

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles, behaviour and dynamics of working in a team.

AT LEVEL TWO

Provide evidence of practical application of working as a team member in your area of practice.

AT LEVEL THREE

Provide evidence of evaluation of your communication skills in a variety of situations.

Additional Senior Professional route mandatory competencies

Senior professional route candidates must also be able to demonstrate the following competencies at final assessment, in addition to the ones above.

Leadership

SP001

AT LEVEL ONE

Demonstrate knowledge and understanding of the characteristics and behaviour of a leader.

AT LEVEL TWO

Provide evidence of application of your role as a leader appropriate to your area of practice.

AT LEVEL THREE

Provide evidence of evaluation of your leadership role.

Managing people

SP002

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles and practice of managing people.

AT LEVEL TWO

Provide evidence of the application of the skills required to manage people.

AT LEVEL THREE

Provide evidence of the evaluation of your people management skills.

Managing resources (excluding human resources)

SP003

AT LEVEL ONE

Demonstrate knowledge and understanding of the resources required and their cost for the effective operation of a business.

AT LEVEL TWO

Provide evidence of the application in your area of practice, giving reasoned advice on the most effective use, allocation and cost of resources.

AT LEVEL THREE

Provide evidence of the evaluation of managing resources in specific business cases.

Conduct rules, ethics and professional practice guidance notes

The following guidance notes will help you to have a thorough understanding of the philosophy and application of the ethics, code of conduct and professional practice requirements of RICS.

All APC candidates will be tested on this mandatory competence at final assessment interview and must demonstrate the required level of competence in the context of their experience and area of practice.

Ethics can be defined as a set of moral principles extending beyond a formal code of conduct. The willingness to follow these principles is one of the cornerstones for the expansion of the profession. It is one of the main reasons why people choose to rely on members of acknowledged professional bodies. By following a code of

professional ethics, members resolve the inevitable conflicts between the interests of the professional, the client and the community at large.

Membership of RICS places upon every member responsibility for the delivery of 'surveying services' within an ethical context and subject to certain core values which underpin all conduct regulations and requirements.

You must demonstrate you are able to operate as a technically skilled practitioner, in a way society expects of those with professional status. Within this competency you will also be expected to demonstrate your understanding of the general principles of law and the legal system as applicable in your country of practice. This is an intrinsic part of surveying practice over and above the more specific areas of law that underpin many of the technical competencies.

The nine core values, or principles, are designed to provide help and guidance to surveyors in every situation, particularly when in doubt about how to handle difficult circumstances, or where there is a danger that a member's professionalism may be compromised.

The nine principles

1. Act with integrity. Never put your own gain above the welfare of your clients, and respect their confidentiality at all times.
2. Always be honest. Be trustworthy in all that you do – never deliberately mislead, whether by withholding or distorting information.
3. Be open and transparent in your dealings. Share the full facts with your clients, making things as plain and intelligible as possible.
4. Be accountable for all your actions. Take full responsibility, and don't blame others if things go wrong.
5. Know and act within your limitations. Be aware of the limits of your competence and don't be tempted to work beyond these. Never commit to more than you can deliver.
6. Be objective at all times. Give clear and appropriate advice, and never let your sentiment or your own interests cloud your judgement.
7. Always treat others with respect. Never discriminate against others.
8. Set a good example. Remember that both your public and private behaviour could affect your own, RICS's and other members' reputation.
9. Have the courage to make a stand. Be prepared to act if you suspect a risk to safety or malpractice of any sort.

These principles are adaptable to reflect changes in legislation and changes in society's expectations of the profession. For instance, in recent years consumer pressure has extended the responsibility of all professions to the public at large and to third parties to whom there is no contractual liability.

RICS Europe

RICS expects you not only to demonstrate knowledge and understanding of these principles, but also a commitment to meet these ethical standards and maintain the integrity of the profession.

For further information on the RICS code of ethics, go to 'More about ethics' in the 'Why join' section of www.joinricsineurope.eu

Alphabetical list of APC technical competencies

T001	Access and rights over land	T023	Development appraisals
T002	Agriculture	T024	Development/project briefs
T003	Analysis of client requirements	T025	Due diligence
T004	Auctioneering	T026	Economic development
T005	Building control inspections	T027	Engineering surveying
T006	Building pathology	T028	Environmental assessment
T007	Cadastre and land management	T029	Environmental audit (and monitoring)
T008	Capital allowances	T030	Environment management
T009	Capital taxation	T031	Environmental science and processes
T010	Commercial management of construction	T032	Financial modelling
T011	Compulsory purchase and compensation	T033	Fire safety
T012	Conservation and restoration	T034	Forestry and woodland management
T013	Construction technology and environmental services	T035	Geodesy
T014	Consultancy services	T036	GIS
T015	Contaminated land	T037	Ground engineering and subsidence
T016	Contract administration	T038	Housing aid or advice
T017	Contract practice	T039	Housing maintenance, repair and improvements
T018	Corporate finance	T040	Housing management and policy
T019	Corporate real estate management	T041	Housing strategy and provision
T020	Corporate recovery and insolvency	T042	Hydrographic (marine) surveying
T021	Design and specification	T043	Indirect investment vehicles
T022	Design economics and cost planning	T044	Inspection
T045	Insurance	T065	Project audit
T046	Investment management (including fund and portfolio management)	T066	Project evaluation
T047	Laboratory procedures	T067	Project financial control and reporting
T048	Landlord and tenant (including rent reviews and lease renewals)	T068	Project process and procedures
T049	Land use and diversification	T069	Property finance and funding
T050	Leasing/letting	T070	Property management
T051	Legal/regulatory compliance	T071	Property management accounting
T052	Local taxation/assessment	T072	Property records/information systems
T053	Maintenance management	T073	Purchase and sale
T054	Management of the built environment	T074	Quantification and costing of construction works
T055	Management of the natural environment and landscape	T075	Remote sensing and photogrammetry
T056	Mapping	T076	Research methodologies and techniques
T057	Measurement of land and property	T077	Risk management
T058	Minerals management	T078	Spatial data capture and presentation (advanced mapping)
T059	Object identification	T079	Strategic real estate consultancy
T060	Option appraisal	T080	Supplier management
T061	Planning	T081	Surveying land and sea
T062	Procurement and tendering	T082	Use of the marine environment
T063	Programming and planning	T083	Valuation
T064	Project administration	T084	Waste management
		T085	Works progress and quality management

Technical competency definitions

Access and rights over land

T001

AT LEVEL ONE

Demonstrate knowledge and understanding of the legislation and/or framework for acquiring sites or access for the provision of power, water, pipelines, other third party or communications infrastructure. This should include the methodology and techniques used in valuation for these purposes.

AT LEVEL TWO

Provide evidence of identifying and understanding the appropriate routing for lines, cables and other third party infrastructure. This should include associated environmental assessment; undertaking inspections, and evaluating and negotiating payments for their use or acquisition.

AT LEVEL THREE

Provide evidence of reasoned advice, undertake valuations on and write reports in relation to all matters relating to provision of power, water, pipelines, other third party or communications infrastructure.

Agriculture

T002

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles, characteristics and organisation of agriculture according to different geographical, soil and climatic conditions.

AT LEVEL TWO

Demonstrate application of the principles and systems of practical farming methods. This includes the requirements and characteristics of yields; current market prices of agricultural produce and livestock; costs of production; and the utilisation and cost of farm buildings.

AT LEVEL THREE

Provide evidence of reasoned advice given to stakeholders on the management and practical application of appropriate methods and requirements of farming.

Analysis of client requirements

T003

AT LEVEL ONE

Demonstrate knowledge and understanding of the need to collect data, analyse and define the needs of clients.

AT LEVEL TWO

Provide evidence of the practical application of that knowledge and understanding. This should include the development of strategies and methodologies and, where appropriate, undertaking feasibility studies, design proposals and costings.

AT LEVEL THREE

Provide evidence of developing appropriate strategies to meet the client's requirements under minimum supervision, based on analysis and interpretation. Demonstrate the ability to report on and present tailored strategies to the client.

Auctioneering

T004

AT LEVEL ONE

Demonstrate knowledge and understanding of the basic principles and legal obligations of auction. This should include preparation for, and procedures prior to or during, an auction.

AT LEVEL TWO

Provide evidence of the practical application of your knowledge to the preparation for the sale of property at auction and procedures prior to or during an auction.

AT LEVEL THREE

Provide evidence of reasoned advice based on a thorough working knowledge and experience of the auction process, including experience of selling at auction.

Building control inspections

T005

AT LEVEL ONE

Undertake building inspections at stages of work in progress in order to assess compliance with building legislation.

AT LEVEL TWO

Demonstrate the ability to observe, assess and take authoritative action in respect of contraventions of building legislation on site.

AT LEVEL THREE

Demonstrate the application of specialist knowledge to the resolution of complex problems and contraventions of building legislation; demonstrate understanding of collapse of structures and measures necessary to ensure public safety.

Building pathology

T006

AT LEVEL ONE

Demonstrate your knowledge and understanding of building defects including collection of information, measurements and tests.

AT LEVEL TWO

Apply your knowledge to undertake surveys, use survey and other information to diagnose cause and mechanisms of failure.

AT LEVEL THREE

Provide evidence of reasoned advice and appropriate recommendations, including the preparation and presentation of reports.

Cadastre and land management

T007

AT LEVEL ONE

Demonstrate knowledge and understanding of field and office procedures for boundary and/or cadastral surveys appropriate to your national and/or international location. Understand legal and physical boundaries and provide examples of these. Understand the principles of land management.

AT LEVEL TWO

Apply your knowledge of the principles of land registration, land management, administration and legislation related to rights in real estate internationally and nationally. Understand the relationship between the surveyor, client and legal profession and preparation of evidence for the legal process.

AT LEVEL THREE

Provide evidence of reasoned advice, and fully understand the role and responsibility of an expert witness, on the resolution of disputes by litigation and alternative procedures.

Capital allowances

T008

AT LEVEL ONE

Demonstrate knowledge and understanding of capital allowances and grants.

AT LEVEL TWO

Apply knowledge of capital allowances and grants, including the ability to use source documents necessary to prepare taxation allowances analyses.

AT LEVEL THREE

Provide evidence of giving reasoned advice; preparing claims; making applications for grants; preparing and presenting reports to clients; and corresponding and negotiating with the relevant government and other authorities.

Capital taxation**T009****AT LEVEL ONE**

Demonstrate knowledge and understanding of the relevant provisions for capital taxation of real estate, equipment and/or other property.

AT LEVEL TWO

Undertake valuations and negotiations for a variety of different property types using different valuation methods for the purposes of capital taxation.

AT LEVEL THREE

Provide evidence of reasoned advice to stakeholders (to include senior management within your organisation, clients and courts/tribunal members) in respect of specific cases and/or other capital taxation issues.

Commercial management of construction**T010****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles of management of construction projects.

AT LEVEL TWO

Apply your knowledge to the financial management of construction projects, including regular monitoring and reporting on cash flow and profitability.

AT LEVEL THREE

Monitor, report and advise on project cash flows and profitability; evaluate and advise on the financial implications and appropriate management action.

Compulsory purchase and compensation**T011****AT LEVEL ONE**

Demonstrate knowledge and understanding of the powers and procedures of government and other bodies in relation to the compulsory purchase and compensation. This should cover interests in real estate and of the rights of owners and occupiers of the various interests in property.

AT LEVEL TWO

Assist in the preparation of the various stages involved in the process of compulsory purchase including the estimation of a claim for compensation.

AT LEVEL THREE

Provide evidence of reasoned advice in relation to the validity and level of a claim for compensation, using a variety of valuation methodologies appropriate for the circumstances of the claim. Take an active role in the negotiation of claims, using a variety of bases of statutory and other valuation methodologies. Provide reasoned advice on the role of compulsory purchase in facilitating planning and regeneration initiatives.

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles, techniques and methods applied to conservation and restoration.

AT LEVEL TWO

Undertake an inspection or object identification* to identify all the relevant factors that may affect the conservation or restoration of the subject matter.

AT LEVEL THREE

Provide evidence of reasoned advice on the conservation or restoration of the subject matter and/or manage the conservation or restoration process.

***Note:** The words "object identification" apply only to those candidates who are taking this competency as part of the Arts and antiques pathway.

Construction technology and environmental services

T013

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles of design and construction relating to your chosen field of practice.

AT LEVEL TWO

Apply your knowledge to the design and construction processes.

AT LEVEL THREE

Advise on the selection and application of particular processes within your area of experience. This should include liaison with specialists and consultants to develop project-specific design and construction solutions.

Consultancy services

T014

AT LEVEL ONE

Demonstrate knowledge and understanding of the procurement and execution of advisory and strategic consultancy services in the context of the real estate and construction sectors.

AT LEVEL TWO

Apply your knowledge of the provision of consultancy services in the context of the real estate and construction sectors.

AT LEVEL THREE

Provide evidence of reasoned advice by preparing and presenting consultancy reports, together with relevant analysis to clients, in the context of the real estate and construction sectors

Contaminated land

T015

AT LEVEL ONE

Demonstrate knowledge and understanding of how land becomes contaminated through human activities and natural occurrences. Clearly illustrate the implications of contamination for real estate valuation, development and management.

AT LEVEL TWO

Prepare a brief and/or specification for the appointment of a specialist(s) to undertake a site investigation.

AT LEVEL THREE

Supervise a site investigation, interpret the results of laboratory analyses and make recommendations as to remedial treatments.

Contract administration**T016****AT LEVEL ONE**

Demonstrate knowledge and understanding of the contractual, legislative, and statutory terminology/requirements of a construction contract.

AT LEVEL TWO

Implement administrative procedures necessary for the smooth running of a construction contract.

AT LEVEL THREE

Advise on the administrative procedures necessary for the smooth running of a construction contract including document control techniques and systems, meetings and reporting procedures.

Contract practice**T017****AT LEVEL ONE**

Demonstrate knowledge and understanding of the various forms of contract used in the construction industry and/ or your area of business.

AT LEVEL TWO

Apply your knowledge of the use of the various standard forms of contract at project level, including the implications and obligations that apply to the parties to the contract.

AT LEVEL THREE

Provide evidence of reasoned advice, prepare and present reports on the selection of the appropriate form of contract and warranties for your chosen procurement route. This should include advising on the most appropriate contractual procedure at the various stages of a construction or other contract.

Corporate finance**T018****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles and practices underlying the structuring and financing of corporate transactions, with particular reference to the role of real estate within these transactions.

AT LEVEL TWO

Apply your knowledge and understanding to assist in advising corporate organisations on the capital structure options relating to both occupational and surplus real estate. This should include the calculation and modelling of the cost of capital, plus a working knowledge of the regulatory framework within which the corporate finance marketplace operates.

AT LEVEL THREE

Give reasoned advice on the effects of different corporate financing techniques and structures on real estate (or plant and machinery) holdings in a corporate context. This should include impacts on accounts and contributions to both merger and acquisition activity, as well as general corporate financing/restructuring transactions.

Corporate real estate management

T019

AT LEVEL ONE

Demonstrate knowledge and understanding of the role of real estate in the context of the corporate occupier.

AT LEVEL TWO

Apply your knowledge to the management of corporate real estate under appropriate supervision.

AT LEVEL THREE

Provide evidence of reasoned advice on corporate real estate strategy to the corporate occupier in order to meet business needs.

Corporate recovery and insolvency

T020

AT LEVEL ONE

Demonstrate knowledge and understanding of the role of the Chartered Surveyor in corporate recovery and insolvency situations.

AT LEVEL TWO

Demonstrate an understanding of the various types of appointment that can be made to administer/manage the affairs of insolvent and potentially insolvent companies and individuals.

AT LEVEL THREE

Provide evidence of reasoned advice, prepare and present reports on the property assets of insolvent companies and individuals and/or in the administration of Fixed Charge Receivership appointments.

Design and specification

T021

AT LEVEL ONE

Demonstrate knowledge and understanding of the design process, and the scope and content of related documentation.

AT LEVEL TWO

Prepare designs and specifications, including at outline and detail levels.

AT LEVEL THREE

Co-ordinate and manage the design and specification processes on projects.

Design economics and cost planning

T022

AT LEVEL ONE

Demonstrate knowledge and understanding of the main factors that affect design economics over the whole life of a building. Demonstrate knowledge and understanding of how cost planning assists in the financial control of projects during the design development stage.

AT LEVEL TWO

Apply your knowledge to the cost management of design development on a project from feasibility to design completion. Prepare and submit cost data to in-house and/or external data collection agencies.

AT LEVEL THREE

Give strategic and reasoned advice, including the preparation and presentation of reports with reference to cost, time, quality and buildability. Advise on various market factors and trends in construction costs. Comment on accuracy and risk.

Development appraisals

T023

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles and practices underlying a valid development appraisal.

AT LEVEL TWO

Identify, select, assemble and analyse data relevant to carrying out development appraisals. Undertake appraisals using relevant techniques and methodology and identify possible sources of development funding.

AT LEVEL THREE

Interpret and provide evidence of reasoned advice on development appraisals and further opportunities.

Development/project briefs

T024

AT LEVEL ONE

Demonstrate knowledge and understanding of the information required to prepare a development brief or project brief.

AT LEVEL TWO

Apply your knowledge to identify, select, assemble and analyse information relevant to the preparation of development briefs or outline project briefs.

AT LEVEL THREE

Apply information in the preparation and presentation of development briefs or detailed design briefs, or parts thereof.

Due diligence**T025****AT LEVEL ONE**

Demonstrate knowledge of the techniques used for cost, quality and time-related forensic examinations in your area of practice.

AT LEVEL TWO

Apply your knowledge of cost, quality and time-related forensic examinations in your area of practice.

AT LEVEL THREE

Provide evidence of reasoned advice and report to clients on cost, quality and time-related forensic examinations in your area of practice.

Economic development**T026****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles and practices underlying sound economic development policies in the context of international, national, regional and local economic issues. This should include inward investment strategies and urban regeneration strategies.

AT LEVEL TWO

Identify and fully understand the organisational processes and mechanisms involved in implementing economic development policies, and their impact on urban regeneration, property development and infrastructure provision.

AT LEVEL THREE

Undertake initial feasibility studies and analysis as a preliminary to advising clients on appropriate economic development strategies.

Engineering surveying**T027****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles of construction setting out, deformation and as-built surveys. Be fully conversant with all forms of construction drawings, plans and surveys.

AT LEVEL TWO

Apply your knowledge on site and be aware of safety, site management procedures and civil engineering/structural principles.

AT LEVEL THREE

Plan, specify and give reasoned advice on engineering surveys; define and assess accuracies and tolerances; manage the engineering surveying element in large projects; and understand the principles of good engineering practice.

Environmental assessment

T028

AT LEVEL ONE

Demonstrate knowledge and understanding of appropriate environmental assessment concepts, processes and systems. This should include responsibilities imposed by law, codes of practice and other regulations relating to environmental assessment.

AT LEVEL TWO

Apply in practice your understanding of environmental assessment and the requirements for compliance, including undertaking an environmental assessment.

AT LEVEL THREE

Provide evidence of reasoned advice including the preparation and production of reports based on appropriate environmental assessments.

Environmental audit (and monitoring)

T029

AT LEVEL ONE

Demonstrate knowledge and understanding of appropriate environmental auditing concepts, processes, systems and the role of the environmental audit in environmental monitoring.

AT LEVEL TWO

Apply in practice your understanding of environmental auditing and monitoring, as appropriate.

AT LEVEL THREE

Provide evidence of reasoned advice including the preparation and production of reports based on appropriate environmental audits.

Environmental management

T030

AT LEVEL ONE

Demonstrate knowledge and understanding of appropriate environmental management concepts, processes, and systems.

AT LEVEL TWO

Apply your understanding of appropriate environmental management concepts, processes, and systems.

AT LEVEL THREE

Maintain and report on environmental management and/or environmental management systems.

Environmental science and processes

T031

AT LEVEL ONE

Demonstrate knowledge and understanding of the environmental sciences, with particular references to the impact of human activities on ecologies, the soil, water and air. Clearly illustrate the importance of environmental sciences in the design of buildings, materials employed in construction, the use of land and buildings, equipment and other property types.

AT LEVEL TWO

Interpret specialist reports and/or specifications in order to advise as to possible present and future environmental implications.

AT LEVEL THREE

Specify works and materials, including design detailing, to ensure achievement of environmental objectives.

Financial modelling

T032

AT LEVEL ONE

Demonstrate a basic understanding of the main financial modelling software packages and how these may be used to create a financial model which illustrates the risk and returns available in a development and investment scenario.

AT LEVEL TWO

Apply your knowledge to produce bespoke financial models including full property analysis and cash flows from base information reflecting the individual investment or development characteristics.

AT LEVEL THREE

Use financial models to provide detailed reasoned advice on the performance of investment and development scenarios. Carry out a full sensitivity analysis taking into account a range of inputs and assumptions. Be able to segregate performance between senior debt and equity returns using the model to illustrate this.

Fire safety**T033****AT LEVEL ONE**

Demonstrate knowledge and understanding of the consequences of fire in a building, how it is modified by the enclosure and how the impact may be controlled. Apply fire safety principles to practical situations so as to minimise the risk from fire to personal injury or death, physical loss and adverse environmental impact.

AT LEVEL TWO

Demonstrate knowledge and understanding of the combustion process; the physics and chemistry of fire; the physiological and psychological effects of fire; and the ability to assess means of escape systems according to circumstance, including fire safety management systems.

AT LEVEL THREE

Apply the principles and understanding by preparing a fire safety strategy for a moderately complex assembly or commercial building with multiple uses and a relatively high occupancy.

Forestry and woodland management**T034****AT LEVEL ONE**

Demonstrate the ability to describe the silvicultural requirements, and the tree identification and silvicultural characteristics, of the main commercial and amenity species. Demonstrate knowledge and understanding of current grant regimes.

AT LEVEL TWO

Demonstrate the ability to apply your understanding of silviculture to the establishment and management of different forest and woodland systems. Demonstrate an understanding of the practice of silviculture from seed through establishment of crops, through to thinning and harvesting. Demonstrate an understanding of current forestry policy and its impact on grant regimes

AT LEVEL THREE

Demonstrate experience of the economics and financial implications of various types of forest and woodland systems; preparation and submission of forest and woodland grant scheme applications; calculation of timber yields, forecasting, and use of plans and recording systems; carrying out valuation of trees and stands of timber; and drawing up of thinning and harvest programmes.

Geodesy**T035****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles of geodesy, Global Navigation Satellite Systems, global/regional/national geodetic reference systems, geoids, datums and projections.

AT LEVEL TWO

Apply your knowledge in practice, specify and plan surveys and instrumentation needs. Be aware of error sources and "fitness for purpose" of data. Use industry standard software and apply network adjustments and/or transformations.

AT LEVEL THREE

Provide evidence of reasoned advice on advanced practice and planning. Use advanced software and carry out adjustments and analysis. Advise on client specifications and final product needs.

GIS**T036****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles of geographic information science and systems. Be aware of industry standard GIS, data structures, types and their applications, and of appropriate capture and output systems.

AT LEVEL TWO

Apply your knowledge and assess data quality; define and use appropriate input and data transfer methods; analyse data and prepare databases; identify digital data sources and assess "fitness for use". Understand and be aware of national and international data standards.

AT LEVEL THREE

Assess clients' needs and advise them accordingly. Define specifications including data and process modelling, customise systems, carry out advanced spatial analyses, and manage data and observe data standards.

Ground engineering and subsidence**T037****AT LEVEL ONE**

Undertake appropriate investigations including site inspection to research site history and geology.

AT LEVEL TWO

Collate, analyse and interpret information gathered after initial research.

AT LEVEL THREE

Provide evidence of reasoned advice, prepare and present reports.

Housing aid or advice

T038

AT LEVEL ONE

Demonstrate knowledge and understanding of the rights and responsibilities of landlords, tenants, licence holders, leaseholders, or shared owners in relation to legislation and statutory guidance. Be aware of the options available for obtaining housing aid or advice.

AT LEVEL TWO

Assist with the provision of housing aid or advice on landlord and tenant issues.

AT LEVEL THREE

Provide evidence of housing aid or reasoned advice on a range of landlord and tenant issues taking full account of legislation and statutory guidance.

Housing maintenance, repair and improvements

T039

AT LEVEL ONE

Demonstrate knowledge and understanding of the roles of owners, occupiers, providers and local authorities in the maintenance, repair and improvement of housing. Demonstrate knowledge of funding methods available, legislative requirements, and property related health and safety issues.

AT LEVEL TWO

Apply your knowledge to assess the condition of housing, prepare reports and cost estimates. Advise on obtaining funding and prepare contracts in relation to the work programmes. Assess and advise on residents' needs.

AT LEVEL THREE

Manage work in progress and payments. Demonstrate and apply your understanding of defect liability and dispute resolution procedures.

Housing management and policy

T040

AT LEVEL ONE

Demonstrate knowledge and understanding of the legislation and statutory regulations that are relevant to the management of housing.

AT LEVEL TWO

Apply your knowledge to day-to-day housing management functions, including the implementation of tenancy conditions, leases or licences, relevant legislation and statutory guidance.

AT LEVEL THREE

Provide evidence of reasoned advice including the preparation and presentation of reports relating to the formulation and implementation of housing management policy and good practice.

Housing strategy and provision**T041****AT LEVEL ONE**

Demonstrate knowledge and understanding of the various methods used to assess and identify overall housing needs. Be aware of the options available for housing providers to meet these housing needs.

AT LEVEL TWO

Apply your knowledge to identify and respond to housing needs. This should include house types, tenures, funding, planning, and other statutory or non-statutory considerations.

AT LEVEL THREE

Provide evidence of reasoned advice and contribute to the formulation and implementation of a housing strategy to meet identified housing needs.

Hydrographic (marine) surveying**T042****AT LEVEL ONE**

Demonstrate a working knowledge and understanding of the principles and limitations of hydrographic survey. Conduct measurements in the marine environment.

AT LEVEL TWO

Plan the conduct of marine surveys. Be fully aware of safety issues. Specify appropriate instrumentation and ensure correct calibration. Understand the principles of geodesy on a local and international basis, and its application in a marine environment. Fully understand the principles, application and limitations of navigation, geophysical and marine survey instrumentation and software.

AT LEVEL THREE

Assess the client's needs and define specifications, tenders and/or contracts. Manage marine surveys. Analyse the data collected and use it to prepare reports and briefings. Be conversant with the International Law of the Sea and/or maritime boundaries.

Indirect investment vehicles**T043****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles of indirect investment including the different structures and instruments relating to the ownership and funding of real estate.

AT LEVEL TWO

Apply your knowledge to identify which structures might suit an investor or lender in any given scenario. Understand the management and risk issues that may differ from a more direct form of investment. Gain an appreciation of how investing indirectly can assist portfolio risk and return management.

AT LEVEL THREE

Assist in the analysis and preparation of reasoned advice covering the benefits or otherwise of indirect investment. Participate in the establishment and management of such vehicles and demonstrate an understanding of how these vehicles impact the larger direct market.

Inspection

T044

AT LEVEL ONE

Demonstrate knowledge and understanding of the different requirements for inspection, together with the required information and factors affecting the approach to an inspection.

AT LEVEL TWO

Undertake inspections and apply the information gained to prepare reports, schedules and/or registers of equipment, presenting appropriate information gained from the inspection.

AT LEVEL THREE

Provide evidence of reasoned advice and recommendations arising from inspections.

Insurance

T045

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles and practices of insurance in relation to your area of practice.

AT LEVEL TWO

Apply your knowledge and/or be involved with the insurance of construction and/or property-related matters.

AT LEVEL THREE

Demonstrate a thorough understanding of the regulations and practice governing the insurance of construction and/or property-related matters.

Investment management (including fund and portfolio management)

T046

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles of financial investment in property.

AT LEVEL TWO

Apply the principles of managing property as a financial investment.

AT LEVEL THREE

Provide evidence of reasoned and strategic advice on property as a financial investment, including the preparation and presentation of reports.

Laboratory procedures

T047

AT LEVEL ONE

Demonstrate knowledge and understanding of best practice in geo-environmental laboratories, including accreditation requirements and criteria.

AT LEVEL TWO

Determine an appropriate analytical suite, taking account of present and historic site activities, environmental setting and proposed uses.

AT LEVEL THREE

Interpret laboratory results and make recommendations as to further analytical requirements and/or other actions that may be needed.

Landlord and tenant (including rent reviews and lease renewals)

T048

AT LEVEL ONE

Demonstrate knowledge and understanding of the law and practice relating to landlord and tenant.

AT LEVEL TWO

Apply the principles of the law and practice relating to landlord and tenant. Carry out relevant negotiations to provide solutions to issues affecting both owners and occupiers of real estate.

AT LEVEL THREE

Provide evidence of reasoned advice, prepare and present reports on the law and practice relating to landlord and tenant. Apply your knowledge to assist in undertaking relevant dispute resolution procedures.

Land use and diversification

T049

AT LEVEL ONE

Demonstrate knowledge and understanding of how a variety of land uses, policies and options for diversification have an impact on real estate and business.

AT LEVEL TWO

Apply your knowledge to recognise and evaluate the economic, social and environmental needs of different land uses and options for diversification in relation to location and markets.

AT LEVEL THREE

Provide evidence of reasoned advice, write reports and undertake the management of land use and, where appropriate, diversification and related projects.

Leasing/letting**T050****AT LEVEL ONE**

Demonstrate knowledge and understanding of how various types of property are let (or a similar interest is acquired for a client) and the different types of interests that may be placed on the market. Demonstrate an understanding of the economics of the market for such interests and the appropriate legal frameworks.

AT LEVEL TWO

Apply your knowledge and skills to the leasing/letting of all types of property and demonstrate practical experience of the associated decision-making process, marketing, reporting and completion of the transaction. Demonstrate knowledge and understanding of other forms of property transaction, and of the reasons supporting the decision to proceed along the chosen leasing or letting route.

AT LEVEL THREE

Provide evidence of reasoned advice and report to clients on all types of leasing or letting transactions. Demonstrate the ability to see complex cases through from start to finish with appropriate assistance. Be able to provide clients with a holistic view of the entire transactional market, and advise them clearly and appropriately, not only on the letting or leasing market, but also on other areas.

Legal/regulatory compliance**T051****AT LEVEL ONE**

Demonstrate knowledge and understanding of any legal/regulatory compliance requirements in relation to your area of practice.

AT LEVEL TWO

Apply your knowledge to comply with legal/regulatory requirements in specific situations within your area of practice.

AT LEVEL THREE

Provide evidence of reasoned advice, prepare and present reports on legal/regulatory compliance requirements in relation to your area of practice.

Local taxation/assessment**T052****AT LEVEL ONE**

Demonstrate knowledge and understanding of the provisions for taxation of real estate, plant and machinery and/or other property types at a local/municipal level.

AT LEVEL TWO

Undertake valuations and negotiations for a variety of different property types using different valuation methods for the purposes of local/municipal taxation.

AT LEVEL THREE

Provide evidence of reasoned advice to stakeholders (including senior management within your organisation, clients and courts/tribunal members) in respect of specific cases and/or other local taxation issues.

Maintenance management

T053

AT LEVEL ONE

Demonstrate knowledge and understanding of the maintenance requirements of buildings, structures and other real estate.

AT LEVEL TWO

Manage and keep up-to-date maintenance information to determine and implement operational maintenance policies.

AT LEVEL THREE

Provide evidence of reasoned advice, write and present reports on maintenance management.

Management of the built environment

T054

AT LEVEL ONE

Demonstrate knowledge and understanding of the importance of sustainable management of the built environment as part of the urban planning and regeneration process.

AT LEVEL TWO

Apply your knowledge of sustainable management of the built environment as part of the urban planning and regeneration process. Demonstrate an understanding of the roles played by public, private and not-for-profit sectors.

AT LEVEL THREE

Provide evidence of reasoned advice, write reports and negotiate on all matters relating to sustainable management of the built environment as part of the urban planning and regeneration process. This should include the roles played by public, private and not-for-profit sectors.

Management of the natural environment and landscape

T055

AT LEVEL ONE

Demonstrate knowledge and understanding of the importance and role of nature conservation and the landscape in real estate, business management and development.

AT LEVEL TWO

Apply your knowledge of nature conservation and landscape in the management of real estate and development.

AT LEVEL THREE

Provide evidence of reasoned advice, write reports and negotiate on all matters relating to nature conservation and landscape.

Mapping**T056****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles of mapping and geographic information sciences appropriate to your area of practice. Be aware of accuracy, scale, currency and fitness for purpose of hardcopy and/or digital maps, drawings, imagery and plans.

AT LEVEL TWO

Apply your knowledge of mapping and geographical sciences in relation to your area of practice.

AT LEVEL THREE

Provide evidence of reasoned advice on the design and specification of mapping and/or geo-information projects in a national and/or international context.

Measurement of land and property**T057****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles and limitations of measurement relevant to your area of practice.

AT LEVEL TWO

Apply your knowledge to undertake measurement. Use basic and/or advanced instrumentation to collect data. Present appropriate information gained from measurement.

AT LEVEL THREE

Evaluate, present, manage, analyse data and/or apply spatial data and information. Show an advanced understanding of accuracy, precision and error sources.

Minerals management**T058****AT LEVEL ONE**

Demonstrate a broad appreciation of geology, exploration techniques (including site investigation), and surface and/or underground mining methods.

AT LEVEL TWO

Analyse site investigations and interpret results. Demonstrate an appreciation of the economic and technical viability and/or management of mineral extraction and restoration.

AT LEVEL THREE

Design, give advice on, and/or manage mineral exploitation schemes, their implementation and/or property interests therein.

Object identification

T059

AT LEVEL ONE

Demonstrate knowledge and understanding of the object identification checklist, including the characteristics to be observed to be able to complete an object identification.

AT LEVEL TWO

Apply your knowledge of object identification.

AT LEVEL THREE

Demonstrate the ability to give reasoned advice based on your assessments of objects.

Option appraisal

T060

AT LEVEL ONE

Demonstrate knowledge and understanding of option appraisal methods.

AT LEVEL TWO

Apply relevant methods for carrying out option appraisal, including the selection, assembly and analysis of data.

AT LEVEL THREE

Provide evidence of reasoned oral and written advice on option appraisal to support business planning and decision making.

Planning

T061

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles of planning.

AT LEVEL TWO

Apply your knowledge to matters relevant to the planning process.

AT LEVEL THREE

Provide evidence of reasoned advice, including the preparation and presentation of reports, on planning matters. Brief other professional consultants. Demonstrate your understanding of the application of specialist knowledge to the resolution of planning problems.

Procurement and tendering

T062

AT LEVEL ONE

Demonstrate knowledge and understanding of the main types of procurement. Demonstrate knowledge and understanding of the tendering and negotiation processes involved in procurement.

AT LEVEL TWO

Apply your knowledge to the implementation of the procurement routes selected for your projects and to carrying out tendering and negotiation processes relevant to them.

AT LEVEL THREE

Give reasoned advice on the appropriateness of various procurement routes. Manage the tendering and negotiation process and present reports on the outcome.

Programming and planning

T063

AT LEVEL ONE

Describe the principles of financial and programme monitoring of projects, including planning techniques such as Gantt charts etc. Demonstrate knowledge and understanding of the various types of programmes and schedules commonly used on projects.

AT LEVEL TWO

Assess, interpret and report on the programme control of projects.

AT LEVEL THREE

Provide evidence of reasoned advice on, or implement the principles of executive programme control of projects. Your advice should demonstrate a good understanding of planning techniques (pert diagrams, network analysis/critical path method).

Project administration

T064

AT LEVEL ONE

Demonstrate knowledge and understanding of contractual, legislative and statutory terminology/requirements in the management of a project.

AT LEVEL TWO

Implement management procedures necessary for the smooth running of a project.

AT LEVEL THREE

Advise on the management procedures necessary for the smooth running of a project including document control techniques and systems, meetings and reporting procedures.

Project audit

T065

AT LEVEL ONE

Describe the essential requirements of a project audit/close-out report.

AT LEVEL TWO

Explain the procedures associated with producing a project audit/close-out report.

AT LEVEL THREE

Undertake and report on a project audit/close-out report.

Project evaluation

T066

AT LEVEL ONE

Describe the feasibility study process, including the financial and town planning aspects associated with a development appraisal.

AT LEVEL TWO

Apply the techniques used in value management/value engineering, life cycle/whole life costing and risk assessment, together with a balance sheet analysis.

AT LEVEL THREE

Initiate and monitor a feasibility study. Advise on the economics of design, on the use of value management and value engineering techniques, and on how to undertake a full risk and balance sheet analysis.

Project financial control and reporting

T067

AT LEVEL ONE

Demonstrate knowledge and understanding of the effective control of costs during a project. Demonstrate understanding of the legal and contractual constraints and the effect of time and quality on the cost of a project.

AT LEVEL TWO

Apply your knowledge to the management of project costs. This should include the preparation and presentation of financial reports on the performance of a project at appropriate intervals to provide effective forecasting of costs, risks and their financial implications.

AT LEVEL THREE

Advise on strategies and procedures to control predicted expenditure in line with a budget.

Project process and procedures

T068

AT LEVEL ONE

Describe all the stages of the project development process.

AT LEVEL TWO

Apply the principles of the project development process and relate these to the aims and structure of the client's organisation.

AT LEVEL THREE

Provide evidence of reasoned advice to the client on the detailed procedures associated with the project development process.

Property finance and funding

T069

AT LEVEL ONE

Demonstrate knowledge and understanding of the role and importance of finance in property, including the principal forms of investment finance and their sources.

AT LEVEL TWO

Identify the factors that affect the ability to obtain finance to fund any investment project. Identify appropriate sources of finance and understand the principles that apply to securing finance for different purposes.

AT LEVEL THREE

Provide evidence of reasoned advice on maximising the viability of any funding situation. Demonstrate your appreciation of the impact of property matters on valuation and funding. Demonstrate your understanding of the impact of funding matters on the property market.

Property management

T070

AT LEVEL ONE

Demonstrate knowledge and understanding of property management and the relationship between owner and occupier.

AT LEVEL TWO

Apply the principles of property management to provide solutions to issues affecting both owners and occupiers of real estate.

AT LEVEL THREE

Provide evidence of reasoned advice including the preparation and presentation of reports in relation to property management.

Property management accounting**T071****AT LEVEL ONE**

Demonstrate knowledge and understanding of any legal or regulatory principles (including taxation implications where appropriate) that apply to property management accounts and service charge accounts.

AT LEVEL TWO

Undertake day-to-day management and recording of property management accounts and service charge accounts.

AT LEVEL THREE

Prepare final accounts and tax returns, and report (applying statutory and regulatory standards) on property management accounts and service charge accounts.

Property records/information systems**T072****AT LEVEL ONE**

Demonstrate knowledge and understanding of the factors required for property records/information systems, including the sourcing and collation of data.

AT LEVEL TWO

Demonstrate your ability to apply knowledge to analyse data and assemble it for use in a database.

AT LEVEL THREE

Demonstrate your ability to extract data from property records/information systems in order to use and present data for specific purposes.

Purchase and sale**T073****AT LEVEL ONE**

Demonstrate knowledge and understanding of how various types of property are sold (or a similar interest is acquired for a client) and the different types of interests that may be placed on the market. Demonstrate an understanding of the economics of the market for such interests, and the appropriate legal frameworks.

AT LEVEL TWO

Apply your knowledge and skills to the purchase or sale of all types of property and demonstrate practical experience of the associated decision-making process, marketing, reporting and completion of the transaction. Demonstrate knowledge and understanding of other forms of property transaction, and be aware of the reasons supporting the decision to proceed along the chosen purchase or sale route.

AT LEVEL THREE

Provide evidence of reasoned advice and report to clients on all types of purchase or sale transactions. Demonstrate the ability to see complex cases through from start to finish with appropriate assistance. Be able to provide the client with an holistic view of the entire transactional market, and advise him/her clearly and appropriately, not only on the sale or disposal market but also on other areas.

Quantification and costing of construction works**T074****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles of quantification and costing of construction works as a basis for the financial management of contracts.

AT LEVEL TWO

Apply your knowledge to the quantification and costing of construction works, including the use of appropriate standard methods of measurement and forms of cost analysis. Carry out measurement and costing of works at all stages of the construction process.

AT LEVEL THREE

Advise on appropriate methods of quantification and costing for specific projects. Take responsibility for preparing and issuing pricing documents. Price or analyse such documents. Give advice on and/or supervise the valuation of construction works throughout a project.

Remote sensing and photogrammetry**T075****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles of remote sensing and photogrammetry (both aerial and terrestrial).

AT LEVEL TWO

Apply your knowledge and be aware of scales, camera and satellite principles and different data capture techniques. Understand and undertake procedures for routine data capture, and analyse and/or adjust/transform data. Use standard industry software.

AT LEVEL THREE

Provide evidence of fit-for-purpose advice on client requirements. Identify and assess client specifications. Use advanced industry software and advise on data transfer and/or format.

Research methodologies and techniques**T076****AT LEVEL ONE**

Demonstrate your ability to collect and collate appropriate data and other relevant material. Demonstrate familiarity with data and other sources, and with data handling and manipulation techniques.

AT LEVEL TWO

Demonstrate the effective and appropriate analysis and interpretation of data and other material. Demonstrate your ability to make effective use of appropriate research methodologies and techniques, and to match your choice of methodologies to client requirements.

AT LEVEL THREE

Demonstrate effective application of analysis and interpretation of research.
Demonstrate your ability to apply the analysis to client requirements.

Risk management

T077

AT LEVEL ONE

Demonstrate your knowledge and understanding of the nature of risk and, in particular, of the risks associated with your area of business/practice.

AT LEVEL TWO

Apply your knowledge to carry out risk assessments taking into account all relevant factors. Understand the application of the various methods and techniques used to measure risk.

AT LEVEL THREE

Provide evidence of reasoned advice and implement systems to manage risk by competent management in relation to specific projects.

Spatial data capture and presentation (advanced mapping)

T078

AT LEVEL ONE

Demonstrate knowledge and understanding of the principles and basic working practices of data capture, digital and/or graphical cartography and mapping.

AT LEVEL TWO

Apply your knowledge of data capture error sources, instrument calibration and limitations. Use mapping/cartographic survey software, understand production processes and digital data capture (scanning and/or digitisation), and carry out surveys through to end product.

AT LEVEL THREE

Provide evidence of reasoned advice on cartographic, data management and data capture, mapping specifications and survey tenders.

Strategic real estate consultancy

T079

AT LEVEL ONE

Demonstrate knowledge and understanding of the business context of real estate, and an appreciation of the role of the real estate professional as a strategic adviser.

AT LEVEL TWO

Apply your knowledge and understanding of the business context of real estate in a corporate or other context.

AT LEVEL THREE

Provide evidence of reasoned oral and written advice on the principles and application of real estate knowledge.

Supplier management**T080****AT LEVEL ONE**

Demonstrate knowledge and understanding of how to manage suppliers using a logical process to ensure that the cost and quality of the service received meets organisational requirements.

AT LEVEL TWO

Apply your knowledge and understanding by using an existing process to manage suppliers to ensure that the cost and quality of the service received meets organisational requirements.

AT LEVEL THREE

Help define organisational requirements for supplier services and develop an appropriate approach to the management of an individual supplier or group of suppliers based on the scale of the service and the risk of service failure.

Surveying land and sea**T081****AT LEVEL ONE**

Demonstrate knowledge and understanding of the principles of geomatics and the various applications of its techniques within the natural, maritime and built environments.

AT LEVEL TWO

Apply your knowledge by identifying, planning and accessing survey requirements, specifications and appropriate instrumentation. Use industry standard survey and/or offshore software, and demonstrate an understanding of the principles, uses and limitations of Global Navigation Satellite Systems and other navigation systems.

AT LEVEL THREE

Define and assess client needs. Define specifications and prepare tenders and/or contracts. Demonstrate that you are fully conversant with the principles of geodesy on a national, international and/or maritime basis.

Use of the marine environment**T082****AT LEVEL ONE**

Demonstrate an understanding of the principles of inshore and offshore resource development, exploitation and/or conservation. Be aware of the relevant legal guidance and environmental issues.

AT LEVEL TWO

Apply these principles to planning for the exploitation and/or use of marine resources. Use appropriate marine data capture and analysis software and/or instrumentation.

AT LEVEL THREE

Oversee the conduct of operations to use and/or exploit marine resources. Analyse the data collected and prepare reports and briefings on the data collected. Advise on national and international policy on ocean and inshore resource management.

Valuation**T083****AT LEVEL ONE**

Demonstrate knowledge and understanding of the purposes for which valuations are undertaken; the relevant valuation methods and techniques; the appropriate standards and guidance; and any relevant statutory or mandatory requirements for valuation work.

AT LEVEL TWO

Demonstrate practical competence in undertaking both capital and rental valuations and detailed involvement with the preparation and presentation of client reports. Demonstrate your ability to use valuation methods and techniques appropriate to your area of practice. Show how the relevant valuation standards and guidance have been applied to your valuation experience.

AT LEVEL THREE

Demonstrate practical competence in undertaking valuations, either of a range of property types or for a range of purposes. Demonstrate the application of a wide range of valuation methods and techniques. Be responsible for the preparation of formal valuation reports under proper supervision and provide reasoned advice. Demonstrate a thorough knowledge of the appropriate valuation standards and guidance and how they are applied in practice.

Waste management**T084****AT LEVEL ONE**

Demonstrate a broad appreciation of practical aspects of waste management and regulatory regime. Undertake inspections of waste management facilities.

AT LEVEL TWO

Demonstrate an appreciation of the economic and technical viability and/or management application of the practical requirements and monitoring of waste facilities.

AT LEVEL THREE

Design, advise on, and/or manage waste management schemes, their implementation and/or property interests therein.

Works progress and quality management**T085****AT LEVEL ONE**

Inspect and record progress and quality of building works.

AT LEVEL TWO

Report and advise on the adequacy of progress and the quality of building works.

AT LEVEL THREE

Manage and co-ordinate progress and quality of building works as a contract administrator/supervising officer or equivalent.

Section four - Where to find help

For further information, please contact the National Association of your country of residence or the RICS Europe office in Brussels (for contact details see www.joinricsineurope.eu).