



Your pathway to qualifying in

Building Surveying

Assessment of Professional Competence

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Introduction

About the APC

The RICS Assessment of Professional Competence (APC) ensures that those applying for RICS membership are competent to practise and meet the high standards of professionalism required by RICS. There is a wide range of pathways available to qualify as an RICS member covering 21 different areas of practice.

The APC normally consists of:

- a period of structured training
- a final assessment

The structured training is based on candidates achieving a set of requirements or competencies. These are a mix of technical, professional, interpersonal, business and management skills.

How to use this guide

This guide supports the core APC documentation. It is designed to help you understand more about qualifying as an RICS member in building surveying. The material is set out in three sections.

Section one – provides information on this area of practice with a general overview of the building surveying pathways.

Section two – lists the competency requirements of the building surveying APC pathway (as set out in the *APC Requirements and Competencies Guide*).

Section three – describes the main technical competencies associated with building surveying, providing expanded sector specific guidance on each of them. This forms the main part of the guide.

You MUST use this guide in conjunction with the core APC documentation which is available on the RICS website and comprises:

- *APC Requirements and competencies guide*
- *Candidate guides* – (the particular candidate guide you need will depend on your route to membership)
- *Guide for supervisors, counsellors and employers*

About the competencies

The APC aims to assess that you are competent to carry out the work of a qualified chartered/technical 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. The competencies have been drawn up in a generic way so that they can be applied to different areas of practice and geographical locations. This guide is designed to help you interpret these competencies within the context of building surveying.

The competencies are defined at three levels of attainment and each APC pathway has its own specific combination of competencies that you must achieve at the appropriate level. You must 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 – the personal, interpersonal, professional practice and business competencies common to all pathways and compulsory for all candidates. These are explained in more detail in the *APC Requirements and competencies guide*.

Core competencies – the primary competencies of your chosen APC pathway.

Optional competencies – a set of competencies selected by the candidate from a list defined for the particular pathway. In most cases there is an element of choice. These are mostly technical competencies, but certain mandatory competencies also appear on the optional competency list and candidates are permitted to select one of these at a higher level.

This guide only deals with the principal core and optional competencies associated with this area. It does not cover the mandatory competencies.

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.

This guide should help candidates and employers with a degree of assistance in choosing the competencies that are most appropriate to their area of practice.

Where to find help

Completing the APC carries with it responsibility and commitment. Extensive support and guidance are available for candidates and employers. If you need any help during the training period please contact the National Association of your country of residence or the RICS Europe office in Brussels (see contact details on www.joinricsineurope.eu).

<p>About building surveying</p>	<p>Building surveying is one of the widest areas of surveying practice. Chartered building surveyors are involved in all aspects of property and construction from supervising large mixed use developments to planning domestic extensions. This varied workload can include everything from the conservation and restoration of historic buildings to contemporary new developments.</p> <p>Building surveyors work in most real estate markets including residential, commercial, retail, industrial, leisure, education and health. Consequently there are a wide variety of opportunities for chartered building surveyors to work in both the commercial, private, and public sectors. Some chartered building surveyors work for property owning clients and contractors as well as in a number of specialist niche areas such as insurance, rights to light, party wall matters etc.</p> <p>As well as strong technical skills, building surveyors need to have strong people skills and the highest levels of integrity. Clients, whether a large corporation or a individual member of the public, need to have the utmost confidence in the impartial advice given by chartered building surveyors.</p> <p>Chartered building surveyors are clearly differentiated from the rest of their market by their enhanced technical knowledge and professional standards.</p> <p>Achieving the chartered status will enhance your professional status with employers and clients alike leading to more and varied employment opportunities.</p>
<p>RICS qualification pathways in this sector</p>	<p>Building Surveying APC</p> <p>Building surveyors provide professional technical advice on land, property and construction for commercial companies and consultants, central and local government, and private individuals.</p> <p>Whichever sector they work in, building surveyors' knowledge and understanding of construction technology and building pathology means they are ideally equipped to provide a wide range of services including the following:</p> <ul style="list-style-type: none"> • Managing design and construction • Undertaking building surveys and measured surveys • Analysing design and building defects • Preparing strategies for asset management and property maintenance • Preparing insurance valuations and claims • Preparing strategic property advice covering land

	<p>ownership, lease conditions, boundaries , title matters (including easements, licences and covenants etc), and landlord and tenant legislation</p> <ul style="list-style-type: none"> • Project management and development monitoring • Miscellaneous services including accessibility and energy audits, specialist surveys (asbestos, damp etc), conservation advice and sustainability advice.
Chartered alternative designations related to this pathway	All candidates qualifying under the building surveying APC pathway will be entitled to use the designation chartered building surveyor.

Pathway Requirements

Building surveying APC

Mandatory competencies

You must achieve the minimum levels as set out in the mandatory competencies.

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)

Competency guidance

The pages that follow are intended to provide guidance for users on the main competencies associated with building surveying.

The guidance has been drawn up by experienced practitioners and aims to give you a clear and practical understanding of how to apply the listed core and optional competencies in the context of building surveying. The guidance does not cover the mandatory competency requirements.

The official competency definitions (at levels one, two and three) are provided, followed by a description of the key knowledge and activities that are likely to fall within the scope of each competency.

The information provided is designed to be helpful but informal guidance. The knowledge and activities described under each competency are not exhaustive, and should not be relied upon as any form of revision list. Candidates must satisfy themselves and their employers that they have reached the required level of attainment before applying for final assessment.

The competencies are arranged in alphabetical order. The full list of RICS competencies and pathway requirements can be found in the *APC Requirements and competencies guide*.

- Analysis of client requirements (T003)
- Building pathology (T006)
- Commercial management of construction (T010)
- Conflict avoidance, management and dispute resolution procedures (M006)
- Conservation and restoration (T012)
- Construction technology and environmental services (T013)
- Contract administration (T016)
- Contract practice (T017)
- Design and specification (T021)
- Design economics and cost planning (T022)
- Development/project briefs (T024)
- Fire safety (T033)
- Health and safety (M008) (must be taken to Level 3)
- Housing maintenance, repair and improvements (T039)
- Inspection (T044)
- Insurance (T045)
- Legal/regulatory compliance (T051)
- Maintenance management (T053)
- Measurement of land and property (T057)
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- Risk management (T077)
- Sustainability (M009)
- Works progress and quality management (T085)

Competency Name:		Analysis of Client Requirements (T003)
Description of competency in context of this sector	This competency is about the establishment and agreement of a client brief, but primarily deals with the inception stage of a building project. This requires a sound understanding of the law applying to building projects, the preparation of outline design proposals in various formats, the preparation of budget costs, project programmes, and advise on various procurement options. It also requires an understanding of matters concerning energy efficiency, sustainability and alternative energies.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the need to collect data, analyse and define the needs of clients.	
	<p>Examples of knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • The methods of data gathering during the inception stage of a project including client briefings and site based information • The law applicable to building projects and in particular those relating to consents and approvals • The principles of energy efficiency • The principles of sustainability • The principles of alternative energy sources • The principles of the preparation of alternative outline design proposals including sketch drawings • The methodology of preparing an option appraisal • The principles of preparing outline schedules of work along with approximate quantities. • The principles of the preparing budget costs including elemental cost plans • The principles of preparing a project programme of works • The various traditional contract procurement options • The need for specialist consultants and options for engaging them 	
Level 2	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.	
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Analysing the data gathered through the client briefing process and formulating a detailed client brief. • Consulting with the statutory authorities on the consents and other approvals required. • Considering the impact of energy efficiency, sustainability and the need for alternative energy sources • Preparing alternative outline design proposals including sketch drawings • Preparing of option appraisals • Preparing outline schedules of work with approximate quantities. • Preparing budget costs including elemental cost plans • Preparing a project programme of works • Analysing contract procurement options • Considering the need for specialist consultants and the options for engaging them 	

Level 3	<p>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.</p>
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Analysing the data gathered through the client briefing process and formulation of a detailed client brief. • Advising on the need for statutory and other consents and approvals • Advising on the impact of energy efficiency, sustainability and the need for alternative energy sources • Presenting alternative outline design proposals including sketch drawings • Presenting option appraisals • Presenting outline schedules of work with approximate quantities. • Presenting budget costs including elemental cost plans • Presenting a project programme of works • Advising on contract procurement options • Advising on the need for specialist consultants and the options for engaging them • Presenting a feasibility study • Presenting a detailed project plan

Competency Name:		Building Pathology (T006)
Description of competency in context of this sector	<p>Building Pathology is core to all Building Surveying work. It is essential that all candidates have an understanding of defects analysis, and the likely resultant defects from failures in building fabric. This will range from the effects of a defective waterproof covering at simple building pathology to much more complex defects such as interstitial condensation, and the possible effects on building fabric. Candidates will be expected to have an in-depth knowledge of the range of defects found in typical buildings in their locality, as well as an understanding of defects that they may come across more infrequently. In order to have a through understanding of building pathology and defects analysis candidates will require to have detailed construction technology knowledge.</p>	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate your knowledge and understanding of building defects, including collection of information, measurements, and tests	
	<p>Examples of knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Demonstrate knowledge and understanding of typical defects relating to typical buildings found in your locality, you may have come across and explain cause and effect of these. • Demonstrate knowledge and understanding of building defects likely to be encountered in typical building surveying activities, e.g. Wet and dry rot, flat roof defects, concrete defects, leadwork defects, condensation, dampness.[These are only a few examples] • Demonstrate knowledge and understanding of the various methods to collect, store and retrieve information for various differing purposes when carrying out property inspections. • Demonstrate knowledge and understanding of the various different types of inspection that may be carried out, and the importance of accurate recording of information during inspection. • Demonstrate knowledge and understanding of differing types of testing, and the limitations of the tests, for example the use of damp meters, and borescopes. 	
Level 2	Apply your knowledge to undertake surveys, use survey and other information to diagnose cause and mechanisms of failure	
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Explain in detail cause and mechanics of varying types of failure. • Explain procedures for carrying out inspections of properties. • Be able to explain, using detailed examples, the relationship between observations taken on site and the diagnosis of failure in building fabric. • Be able to use examples, from your own experience, to demonstrate your application of knowledge gained at Level 1. • Be able to use knowledge and information gathered from several sources, including if necessary specialist inspections, to diagnose and explain building fabric failure. 	

Level 3	<p>Give reasoned advice and appropriate recommendations, including the preparation and presentation of reports</p> <p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none">• Prepare reports for clients, explaining in non technical language the causes of failure, and the likely results of failure, together with the appropriate remedial measures.• Using information gathered from inspections formulate the necessary remedial / preventative works including specific detail, in the form of a schedule of works, if required.• Show an understanding of the level of detail required in typical reports, including examples of layout, and the use of sketches/drawings and photographs.• Be able to discuss in detail examples of unusual defects you have been involved in and remedial works employed.• Be able to demonstrate the differing requirements of reports to clients, for example the differences between, schedules of condition, schedules of dilapidations, and pre acquisition reports.
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Competency Name:		Commercial Management of Construction (T010)
Description of competency in context of this sector	This competency covers the commercial management of construction works. Candidates should have an awareness of how commercial competitiveness balances against profitability. They must have a thorough understanding of financial processes used to achieve profitability and how these integrate with the overall delivery of the project.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the principles of management of construction projects.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • Identifying and understanding the components that make up the cost of the project to the Contractor • Understanding of the affect that the design and construction processes have on the cost • Awareness of the techniques used to reconcile the cost against income • Awareness of the techniques to financially manage sub-contractors and suppliers • Understand the use of cashflows 	
Level 2	Apply your knowledge to the financial management of construction projects, including regular monitoring and reporting on cash flow and profitability.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Collecting data for reports • Carrying out cost to completion exercises • Preparing cashflows • Preparing reports such as liability statements, cost to complete and cost value reconciliations. • Applying value engineering processes • preparing and submitting cost data for in-house and / or external use in relation to areas such as cost of preliminaries, comparative cost of different construction techniques and taxation allowances 	
Level 3	Monitor, report and advise on project cash flows and profitability; evaluate and advise on the financial implications and appropriate management action.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Monitoring, analysing, reporting and advising at a senior level on project cashflows and profitability for internal use • Evaluating and advising on financial implications and appropriate management actions 	

Competency Name:		Conflict Avoidance, Management and Dispute Resolution Procedures (M006)
Description of competency in context of this sector	This competency covers the Quantity Surveyor's involvement with the avoidance, management and resolution of disputes in construction projects. Candidates should be aware of the various processes and techniques commonly used in the industry. They should have a detailed understanding of how these are applied in practice.	
Examples of likely knowledge, skills and experience at each level		
Level 1	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.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • Techniques for conflict avoidance, management and resolution, in particular by the appropriate selection of procurement routes and use of processes such as partnering • How various forms of contract deal with dispute avoidance and their provisions for resolving disputes • Legal and statutory requirements for the resolution of disputes in construction contracts • Conflict management and dispute resolution procedures within the construction process including negotiation, mediation and conciliation, adjudication, arbitration, independent expert determination and litigation. 	
Level 2	Provide evidence of practical application in your area of practice having regard to the relevant law.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Developing further knowledge of the relevant law governing conflict avoidance and management and dispute resolution procedures • Being involved with adjudication procedures in particular and have an understanding of the default procedures where a construction contract does not make provision for adjudication • Being involved with other dispute resolution procedures • Compiling evidence for use in dispute resolution procedures 	
Level 3	Provide evidence of the application of the above in the context of advising clients in the various circumstances referred to above.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Developing an in depth knowledge of law governing conflict avoidance and management and dispute resolution procedures, including relevant legislation and case law • Giving reasoned advice on different dispute resolution procedures having reference to particular project circumstances • Giving advice on relevant law governing evidence of fact and expert evidence and the practice and procedures adopted by surveyors in the role of either advocate or expert witness • Giving advice as an expert witness 	

Competency Name:		Conservation and Restoration (T012)
Description of competency in context of this sector	This competency is about understanding historic buildings/structures and the factors that influence performance and future ongoing use. This requires a sound understanding of principles, philosophy, materials, architectural history and the law to enable practical sustainable solutions to be devised to ensure ongoing benefit for the built heritage. Conservation and restoration can be compatible, but can more frequently bring about conflict and this competency seeks to ensure the candidate is equipped to understand the issues and negotiate solutions.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the principles, techniques and methods applied to conservation and restoration.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • The law applicable to conservation • The definitions used in conservation (such as listed building, scheduled ancient monument, conservation area) • The principles of conservation • Identification of age, styles and materials • Understanding the diversity of materials and techniques used in the construction of historic structures • Differentiating between conservation and restoration (as well as preservation and refurbishment) • The lime cycle • Breathable building technology • Understanding factors that lead to redundancy of a building 	
Level 2	Undertake an inspection or object identification* to identify all the relevant factors that may affect the conservation or restoration of the subject matter.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Undertaking condition surveys • Undertaking architectural assessments • Preparing statements of significance • Preparing reports identifying materials, periods of construction (including historic alterations), typical defects/problems • Preparing and submitting applications – e.g. listed building consent • Preparing schedules of work for standard repairs using traditional materials • Assessing the impact of modern technology and repair methods on traditional buildings, structures, elements and materials • Assessing and reporting on factors that are resulting or could result in redundancy 	

Level 3	Provide evidence of reasoned advice on the conservation or restoration of the subject matter and/or manage the conservation or restoration process.
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none">• Preparing a conservation management plan• Preparing a sustainable/justifiable philosophical approach to guide both present and future works (repairs and alterations)• Preparing schedules of work in detail for a variety of situations (non standard)• Undertaking programme of works over a period of years• Providing advice on appropriate repair methods• Providing advice on appropriate works to ensure continued use of a building, or to bring back into use a redundant building• Discussing and advising upon alternative repair methods• Considering assessing and advising upon non standard approaches to repair and re-use• Advising on situations where incompatibility of materials is found to be detrimental to the future of the structure or element• Negotiating where conservation is perceived to be a barrier to the future use of a building and/or restoration

Competency Name:		Construction Technology and Environmental Services (T013)
Description of competency in context of this sector	This competency covers the design and construction of buildings and other structures. Candidates should have a clear understanding of the design and construction processes commonly used in the industry. They should have detailed knowledge of construction solutions relevant to their projects.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the principles of design and construction relating to your chosen field of practice.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • The stages of design from inception to completion • Impact of current legislation and regulations (both national and international) • How the various elements of the building work and inter-relate • The process of constructing the works • Operational and maintenance processes post contract 	
Level 2	Apply your knowledge to the design and construction processes.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Understanding how design solutions vary for different types of building such as clear span requirements for warehousing or acoustic requirements for accommodation • Understanding alternative construction details in relation to functional elements of the design such as different types of piling or structural frame solutions 	
Level 3	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Develop construction solutions to specific projects in which you have been involved. • Provide advice on costings and buildability and maintenance of differing construction solutions • Provide advice in respect of Life Cycle Costings to your projects • Advising on of the choice of construction solution on your project • Reporting on the impact of different design solutions and construction processes on cost and programme 	

Competency Name:		Contract Administration (T016)
Description of competency in context of this sector	This competency covers the role of a surveyor administering a construction contract. Candidates should be aware of the roles and responsibilities of the administrator under the main forms of contract. They should have a detailed understanding of the contractual provisions relating to the forms of contract that they have administered including Minor Works, Intermediate, and Standard Forms of Contract	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the contractual, legislative, and statutory terminology/requirements of a construction contract.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • The various standard forms of contract and sub-contract used in the industry • Basic contractual mechanisms and procedures applied at various stages of the contract • The roles and responsibilities of the administrator 	
Level 2	Implement administrative procedures necessary for the smooth running of a construction contract.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Issuing instructions • Dealing with payment provisions • Managing change procedures • Involvement with dispute avoidance • Dealing with completion and possession issues • Issuing certificates 	
Level 3	Advise on the administrative procedures necessary for the smooth running of a construction contract including document control techniques and systems, meetings and reporting procedures.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Organising Site Meetings, taking and issuing minutes • Resolving disputes • Assessing entitlement for extension of time • Assessing entitlement for loss and expense • Calculation and Application of L & A Damages • Advising all parties of their contractual rights and obligations 	

Competency Name:		Contract Practice (T017)
Description of competency in context of this sector	This competency covers the various forms of contract used in the Construction Industry. Candidates should have an awareness of all of the main standard forms of contract and a thorough understanding of contract law, legislation and the specific forms that they have used.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the various forms of contract used in the construction industry and/ or your area of business.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • Basic contract law and legislation • Contract documentation • The various standard forms of contract and sub-contract • When the different forms would be used • Basic contractual mechanisms and procedures at various stages of the contract • Third party rights including relevant legislation and the use of collateral warranties 	
Level 2	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Producing contract documentation • Carrying out the contractual mechanisms and procedures relevant to the financial management aspects of your project, such as change procedures, valuations, loss and expense and final accounts • Understanding general contractual provisions such as letters of intent, insurances, retention, bonds, liquidated and ascertained damages, early possession, practical completion and other common contractual mechanisms 	
Level 3	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Selecting the appropriate form of contract and/or sub-contract for your chosen procurement route • Advising on the most appropriate contractual procedure at the various stages of a contract • Evaluating the appropriateness and implications of proposed contractual amendments 	

Competency Name:		Corporate recovery and insolvency (T020)
Description of competency in context of this sector	This competency covers the involvement and actions of a surveyor when insolvency occurs on a construction project. Candidates should have an awareness of the processes and procedures that can apply when a party to a contract becomes insolvent and what help and support a surveyor can give to the various parties involved, including the insolvency practitioner. They must have a thorough understanding of the how insolvency has affected their project and the legal and contractual position of the parties involved.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the role of the Chartered Surveyor in corporate recovery and insolvency situations.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • The principles of the different insolvency procedures, such as liquidation, administration, receivership and company voluntary arrangement • How standard form contracts deal with insolvency • The nature of an insolvency practitioner's role and his expectations as a client • How a surveyor might support an insolvency practitioner 	
Level 2	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Undertaking valuations and notional final accounts in relation to an insolvency on a project • Taking action to facilitate the completion of a project where insolvency has occurred • Undertaking work in support of an insolvency practitioner 	
Level 3	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Giving reasoned advice to a contracted party on how to proceed following the insolvency of the other party to the contract • Giving reasoned advice to a client on how to proceed to complete a project following an insolvency 	

Competency Name:		Design and specification (T021)
Description of competency in context of this sector	This competency involves the skills involved in the design and specification of construction projects. Building surveyors are usually involved in refurbishment of property, and in some cases new build projects. Knowledge of the stages of design and specification, from inception to completion is an essential building surveying skill.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the design process and the scope and content of related documentation.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • The various stages of the design process • The application of the CDM Regulations in the design process • Knowledge of the effect of the planning regime and technical standards on the design process • An understanding of the structural implications of alterations to the load bearing components of building fabric • The ability to interpret the requirements of a client's brief, in order to satisfy the requirements of the statutory processes involved • Knowledge of the general issues surrounding sustainability • An understanding of the concepts of Modern Methods of Construction • Knowledge and understanding of Preliminaries and Preambles to contract documentation 	
Level 2	Prepare designs and specifications, including at outline and detail levels.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Preparation of sketch designs to demonstrate compliance with a client's brief, while satisfying statutory requirements • Development of initial proposals to a detailed stage and obtaining statutory consents • Completion of Design Risk Assessments, of the proposed design, to satisfy the requirements of the CDM Regulations, including DRAs in connection with the future maintenance of the building • Provision of advice to clients regarding sustainability issues surrounding the proposals for their building 	
Level 3	Co-ordinate and manage the design and specification process on projects.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Carry out or assist in the preparation of the design and specification of a building project from outline proposals to completion of the design and specification process • Demonstrate knowledge and application of the specification process, including detailed knowledge of the main methods of specification • Demonstrate knowledge and application of the design and specification process, and its relevance and importance to the procurement and execution of the Contract selected for the building works 	

Competency Name:	Design Economics and Cost Planning (T022)
Description of competency in context of this sector	This competency covers the impact of design and other factors on cost throughout the life of the building and the control of cost during the pre-contract stage. Candidates should have an awareness of how design decisions and construction processes impact on construction and operational costs. They must have a thorough understanding of techniques used to manage and control costs pre-contract.
Examples of likely knowledge, skills and experience at each level	
Level 1	<p>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.</p> <p>Examples of knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • The main factors that affect design economics over the whole life of the building including capital and life cycle costs • How cost planning assists in the financial control of projects during the design development stage • The various stages of cost planning • Sources of cost data • Adjustments that may be required for factors including location, specification, time and market forces
Level 2	<p>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.</p> <p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Producing estimates and cost plans • Carrying out life cycle costing exercises • Applying value engineering processes • Preparing of cost reports • Preparing and submitting cost data to in-house and / or external data collection agencies
Level 3	<p>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.</p> <p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Preparing and presenting reports with reference to cost, time, quality and buildability, including qualifications and exclusions • Evaluating of building design efficiency • Assessing / evaluating market factors and trends in construction costs • Analysing the accuracy of predicted cost using benchmarking techniques • Interrogating historical cost data • Using value and risk management techniques

Competency Name:	Development/ Project Briefs (T024)
Description of competency in context of this sector	This competency is about understanding the key document used in determining client's main requirements before initiating a development. It also covers how well information provided by the client has been understood by the project team to establish their terms of reference, objectives, functional and operational requirements to manage the development. It also covers sufficient detail through the Project Execution Plan to enable the project team to manage the detailed design and specification of the work.
Examples of likely knowledge, skills and experience at each level	
Level 1	<p>Demonstrate knowledge of the techniques used for cost, quality and time-related forensic examinations in your area of practice.</p> <p>Examples of knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • A clear understanding of the scope/environment and background of the project • Establish the project definition, explaining what it needs to achieve or address in relation to the client's objectives • Establish ownership and stakeholders of the project • Establish and understand clear terms of reference between the client and the project team before initiating the project
Level 2	<p>Apply your knowledge of cost, quality and time-related forensic examinations in your area of practice.</p> <p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Preparing and understanding the outline business case • Stating the client's required cost, time and performance/quality expectations • Establishing success measurement criteria and benefits of the project to the client • Establishing any known project risks, constraints and interfaces • Developing an Outline Project Plan
Level 3	<p>Provide evidence of reasoned advice and report to clients on cost, quality and time-related forensic examinations in your area of practice.</p> <p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Clearly identifying whether the information collated by the project team accurately reflects the project brief • Identifying whether the project is part of a programme, if so, the programme should provide information for the project brief • Establishing clearly procedures for managing changes to the client's brief • Developing a Project Execution Plan that's needs to be adhered to by the project team for managing the detailed design and specification of the construction works

Competency Name:		Fire Safety (T033)
Description of competency in context of this sector	This competency is about having the skills to assess the level of fire safety in buildings, and in proposed building projects, and being able to advise how to achieve required levels of safety when they are not present.	
Examples of likely knowledge, skills and experience at each level		
Level 1	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	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • Relevant country's fire safety standards and regulations • Understanding of current means of escape and compartmentation guidance. • Current construction techniques related to fire precautions 	
Level 2	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Attend relevant fire safety course • Assessing project plans for fire safety compliance • Inspecting projects to assess satisfactory implementation of fire safety features. 	
Level 3	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Preparing a fire safety strategy for a building as described. • Carrying out Fire Risk Assessments for Buildings 	

Competency Name:		Health and Safety (M008)
Description of competency in context of this sector	This competency covers the relationship between the work of the Building Surveyor and health and safety issues within the construction industry. Candidates should be aware of legal, practical and regulatory requirements. They should have a detailed understanding of the health and safety processes and guidelines used to achieve this	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the principles and responsibilities imposed by law, codes of practice and other regulations appropriate to your area of practice.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • Personal safety on site and in the office • Procedures imposed by law • The impact on health and safety of: <ul style="list-style-type: none"> - Design - Construction processes - Building maintenance - Employment of staff • Knowledge of CDM regulations, and other relevant Health and Safety Law 	
Level 2	Provide evidence of practical application of health and safety issues and the requirements for compliance, in your area of practice.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Obtaining formal health and safety qualifications including first aid, industry specific or nationally recognised qualifications • Involvement with specific roles and responsibilities under the various regulations • Be involved in preparation of Design Risk Assessments and other relevant aspect of the CDM Regulations 	
Level 3	Provide evidence of reasoned advice given to clients and others on all aspects of health and safety, including undertaking a risk assessment.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Give reasoned advice on and/or take responsibility for health and safety issues relating to: <ul style="list-style-type: none"> - Impact of design on construction - Alternative construction processes - Impact of design on occupation and maintenance - Undertaking risk assessments - Current legislation 	

Competency Name:	Housing maintenance, repair and improvements (T039)
Description of competency in context of this sector	This competency is about having the skills to assess maintenance and repair issues to the stock managed by housing providers and being able to advise and implement strategies on how to achieve adequate provision of housing.
Examples of likely knowledge, skills and experience at each level	
Level 1	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.
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • Housing policy and law relating to maintenance and repair including decent homes requirements, or equivalent. • The principles of landlord and tenant relationship. • Property maintenance issues in relation to the housing market.
Level 2	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.
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Producing project plans and reports, including Planned Maintenance Programmes. • Interpreting and prepare contracts and agreement. • Managing relationships between contractors and clients. • Assessing client needs in relation the housing market.
Level 3	Manage work in progress and payments. Demonstrate and apply your understanding of defect liability and dispute resolution procedures.
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Providing strategic advice upon landlord and tenant matters. • Responding to client needs. • Managing the work programme.

Competency Name:		Inspection (T044)
Description of competency in context of this sector	The inspection of property is a core skill of all Chartered Building Surveying activities. It is essential that candidates exhibit a knowledge and understanding of the core requirements of property inspection, for example the degree of detail required in connection with differing types of inspection. Assessors will be seeking confirmation that all candidates have a detailed knowledge of building construction and pathology, in order that they can competently carry out inspections of property for clients in order to fulfil the requirements of the clients brief.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the different requirements for inspection, together with the required information and factors affecting the approach to an inspection	
	<p>Examples of knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • The requirements of the differing types of inspection, e.g. including dilapidation, pre acquisition etc, and fire insurance inspections. • The methodology for completing a successful property inspection, including review of relevant documentation prior to survey. • Detailed building construction and pathology knowledge to enable competent inspection techniques. • Sufficient competence to enable candidates to accurately report findings to clients based on non-disruptive inspection techniques. • Knowledge of advanced inspection techniques including, for example, concrete inspection and diagnosis techniques, the uses and limitations of boroscopes, the use of thermography in leak detection, etc. • The requirements required in report writing to satisfy the requirements of the RICS, and other parties, for example insurer's. 	
Level 2	Undertake inspections and apply the information gained to prepare reports/schedules and/or registers of equipment, presenting appropriate information gained from the inspection	
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Assisting or preparation of Building Survey Reports for clients. • Assisting or preparation of Schedules of Condition and Dilapidations. • Assisting in the carrying out of advanced inspection techniques in relation to specific concerns of clients, for example infrared thermography. • Preparation of report appendices for clients presenting detailed information in an end user understandable manner. 	
Level 3	Give reasoned advice and recommendations arising from inspections	
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Prepare detailed Building Survey reports for clients, containing detailed information, conclusions and recommendations. • Provide detailed reasoned advice to clients relating to claims for Dilapidations, including analysis of lease documentation. • Assist or prepare detailed Building Survey reports, for example on a pre acquisition basis, on a complex building structure for developers/investors. 	

Competency Name:		Insurance (T045)
Description of competency in context of this sector	<p>Aspects of Insurance affect all activities of a Chartered Building Surveyor, from insurance required in building contracts, to reinstatement cost valuations, to the requirements for professional indemnity insurance. Chartered Building Surveyors cannot practice effectively, without a knowledge and understanding of the impact of insurance on the various projects on which they are involved. The understanding of insurance is so important that it impacts on a number of other competencies, and it is considered that a working knowledge of insurance is a core skill of Chartered Building Surveyors. [This competency is best used by candidates involved in a slightly specialist role, for example, working for loss adjusters, and is unlikely to be suitable for candidates who do not have regular and continuing involvement in insurance.]</p>	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the principles and practices of insurance in relation to your area of practice.	
	<p>Examples of knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • The general principles of insurance contracts. • The principles of reinstatement cost valuations. • The meaning /application of average, a “day one figure” etc. • Insured perils in relation to building contracts. • Specific exclusions to contracts of insurance. • Insurance clauses in building contracts, and particularly the specific affects and requirements of the various clauses. • Differing types of insurance clauses in lease agreements. • The position of loss adjusters in a contract of insurance, and the duties carried out by a loss adjuster when acting in terms of an insurance contract. 	
Level 2	Apply your knowledge and/or be involved with the insurance of construction and/or property-related matters.	
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Organising the receipt of and check the validity of contractors / employers insurance policies in relation to building contracts. • Providing relevant information to brokers on specifics of property/project you have been involved in. • Providing advice to clients in relation to property related insurances, for example reinstatement cost valuations, or insurances for lease purposes. • Providing advice on claims to both claimants and insurance companies in relation to straightforward claims made under a contract of insurance. • Understanding the difference between insurance on a new build project and refurbishment, the affects on both parties to the contract, and the requirement for allowances, such as inflation and professional fees. 	

Level 3	Demonstrate a thorough understanding of the regulations and practice governing the insurance of construction and/or property-related matters.
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Explaining restrictions imposed by RICS or FSA Regulations on providing advice re. insurance matters, in relation to your field of practice. • Advising brokers/client on requirements of insurance clauses of building contract/development agreement. • Carrying out a reinstatement cost valuation of a complex multi storey, multi occupied building, and provide a comprehensive report to a client. • Acting in an insurance capacity in relation to a claim under a building contract insured risk. • Acting as a loss adjuster in a moderately complex claim under an insurance contract. • Providing detailed advice to a client as to the insurance requirements under a building contract, noting especially, amongst other matters, the effects of partial possession of the building.

Competency Name:		Legal and Regulatory Compliance (T051)
Description of competency in context of this sector	The Legal / Regulatory Compliance issues affecting Building Surveyors are increasing complex, and it is essential that all Building Surveyors have an in depth knowledge of the Legal / Regulatory Compliance regime in which professional practice occurs.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of any legal/regulatory compliance requirements in relation to your chosen field of practice	
	<p>Examples of knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Statutory control of Building Works, including Building and Planning Acts within the country of practice. • Enforcement controls on unauthorised Building Works. • Statutory Control of Asbestos. • The implications of the Disability Discrimination Act. • Health and Safety as it affects the Construction Industry, including CDM. • The effects of European Legislation. • The Law and Practice of Dilapidations. • The Law and Practice of Building Contracts, as used by Building Surveyors • Reinstatement Cost Valuations • Licences to alter premises <p>In England and Wales:</p> <ul style="list-style-type: none"> • Party Wall Legislation • Landlord and Tenant Legislation, as it applies to Building Surveying • The Civil Procedure Rules • Rights to Light 	
Level 2	Apply your knowledge to comply with legal / regulatory requirements in specific situations within you chosen field of practice	
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Carrying out of planning and building warrant applications, together with licence applications, for property alterations and other consents. • Carrying out inspections for schedules of condition and dilapidations, and negotiations with party representatives, in non complex matters. • Preparation of reinstatement cost valuations. • Providing advice to clients in respect of their statutory obligations, including DDA and asbestos. • Carrying out health and safety obligations during works for clients, including design works. • Applications for listed building consent, conservation area consents etc. • Review and report on Lease obligations • Preparing schedules of condition and dilapidations 	

Level 3	Give reasoned advice, prepare and present reports on legal / regulatory requirements in relation to your chosen field of practice
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none">• Preparing reports to clients in relation to leases.• Negotiating complex dilapidations, including S18 defence's, knowledge of case law etc.• Due diligence reports for clients purchasing/leasing properties.• Negotiating with other professional representatives, after issuing of Schedules of Condition and Dilapidations.• Preparing Health and Safety reviews and Design Risk Assessments.• Producing detailed supporting reports for Building Warrants/Planning Applications, and/or Planning Appeals.• Preparing for regulatory compliance processes in construction disputes, e.g. adjudication and arbitration submissions

Competency Name:		Maintenance Management (T053)
Description of competency in context of this sector	Deliver maintenance services to a plan based on organisational need, either using an in-house work force, or maintenance contractors.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the maintenance requirements of buildings, structures and other real estate.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • Planned maintenance • Reactive maintenance • Maintenance inspections • Statutory inspections • Compliance requirements • Prioritising forward maintenance • Integrating maintenance activity with the occupant's operational needs • Techniques used for Planned Maintenance Plans 	
Level 2	Manage and keep up-to-date maintenance information to determine and implement operational maintenance policies.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Maintaining record systems • Identifying maintenance requirements • Implementing maintenance policy • Placing contracts (orders) for maintenance • Confirming satisfactory completion of work • Producing Planned Maintenance Plan 	
Level 3	Provide evidence of reasoned advice, write and present reports on maintenance management.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Providing advice and recommendations on issues relating to the management of maintenance policy 	

Competency Name:		Measurement of Land and Property (T057)
Description of competency in context of this sector	This competency is relevant to all data capture and measurement of land or property. In the context of the property pathways it refers particularly to measurement of saleable/lettable areas for agency or valuation purposes. In the context of the Built Environment it refers particularly to measurement of sites and buildings for construction and maintenance purposes.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the principles and limitations of measurement relevant to your area of practice.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • Relevant data capture techniques including the use of lasers and tapes • The limitations of different methods of measurement • Checking procedures for the instruments used and the calculations undertaken • Potential sources of error from use of the instruments • Awareness of the appropriate standards and guidance relating to measurement with particular reference to the RICS Code Of Measuring Practice • The degree of accuracy that is required for different purposes and the use to which the measurements will be put. • The use and limitations of plans and drawings 	
Level 2	Apply your knowledge to undertake measurement. Use basic and/or advanced instrumentation to collect data. Present appropriate information gained from measurement.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Using the appropriate instrumentation (including lasers and tapes) to capture sufficiently accurate data, based on an understanding of limitations of different instruments • Dealing with and advising on sources of error from use of instruments • Applying the appropriate guidance correctly in practice to undertake measurement of a variety of properties, understanding the basis on which measurements should be undertaken • Undertaking necessary calculations • Preparing and presenting measurements in a manner appropriate for the purpose they are to be used understanding the level of accuracy that is required for different purposes. 	
Level 3	Evaluate, present, manage, analyse data and/or apply spatial data and information. Show an advanced understanding of accuracy, precision and error sources.	
	Examples of activities and knowledge comprised within this level are: <p>Please note, level 3 is only recommended for candidates with specialist knowledge and experience of sophisticated measurement and data capture practice. Most property/Built Environment candidates will only attain level 2. For guidance on level 3, please contact the National Association of your country of residence or RICS Europe.</p>	

Competency Name:		Project Financial Control and Reporting (T067)
Description of competency in context of this sector	This competency covers the effective cost control of construction projects during the construction phase. Candidates should be aware of the principles of controlling and reporting costs on any construction project. They should have a detailed understanding of the control and reporting processes used on their projects. [For Surveyors working in Contracting this competency covers externally issued reports]	
Examples of likely knowledge, skills and experience at each level		
Level 1	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.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • The effective control of costs during the construction phase of a project • The legal and contractual constraints on the cost of a project such as changes in building legislation and design risk allocation • The reporting of costs during the construction phase • The principles of contingencies / risk allowances 	
Level 2	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Managing project costs during the construction phase • Reporting of costs for different procurement routes and client types • Using cashflows in financial management • Managing contingencies / risk allowances 	
Level 3	Advise on strategies and procedures to control predicted expenditure in line with a budget.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Implementing change control procedures within the contract • Establishing reporting regimes / protocols • Using risk management and analysis techniques 	

Competency Name:		Quantification and Costing of Construction Works (T074)
Description of competency in context of this sector	This competency covers the measurement and definition of construction works in order to value and control costs. Candidates should have an awareness of the various methods of quantifying and pricing construction works used throughout a project. They must have a thorough understanding of the specific methods used on their projects.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate knowledge and understanding of the principles of quantification and costing of construction works as a basis for the financial management of contracts.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • The quantification of construction works (including both measurement and definition) • An understanding of the various standard methods of measurement • The costing of construction works • The measurement of buildings and structures to agreed standards 	
Level 2	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • The quantification of construction works at the various stages of a project • Producing pricing documents such as descriptions of works / schedules of activities / works, schedules of rates or contract sum analyses • Carrying out the costing of construction works by methods such as tendered rates, quotations or dayworks. 	
Level 3	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Advising on appropriate methods of measurement and costing • Selecting appropriate pricing documents • Negotiating and agreeing the valuation of construction works at various stages of the project such as the contract sum, construction and final account 	

Competency Name:		Risk Management (T077)
Description of competency in context of this sector	This competency covers the management of risk on construction projects. Candidates should be aware of the benefits to be gained and the techniques and processes used to manage risk. They should have a detailed understanding of how risk is dealt with on their projects.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Demonstrate your knowledge and understanding of the nature of risk and, in particular, of the risks associated with your area of business/practice.	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • The principles of risk management • How the various procurement routes deal with risk • Mitigation strategies • The techniques used to quantify risk • The effect of risk on programme and cost 	
Level 2	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.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Contributing to the identification of risk • Identifying who owns the risk in relation to the chosen procurement route on your project • Contributing to strategies to mitigate risk • Contributing data to the quantification of risk • Considering the effect of risk on programme and cost specific to their project 	
Level 3	Provide evidence of reasoned advice and implement systems to manage risk by competent management in relation to specific projects.	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Advising on the appropriate procurement route in relation to the client's attitude to risk • Recognising and advise on the appropriate methodologies and approach to risk on a project • Taking ownership of the risk register and advise on appropriate risk mitigation strategies • Applying techniques to quantify risk and advise client's on the appropriate level of contingency 	

Competency Name:		Sustainability (M009)
Description of competency in context of this sector	This competency covers the role of the building surveyor in dealing with the impact of sustainability issues on development and construction. Candidates should have an awareness of the various ways in which sustainability can impact on development and construction. They must have a thorough understanding of the impact made by sustainability on their projects and have been involved with the financial management of that impact.	
Examples of likely knowledge, skills and experience at each level		
Level 1	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	
	Examples of knowledge comprised within this level are: <ul style="list-style-type: none"> • The principles of sustainability within development and the construction process • The relationship between property and the environment • How national and international legislation, regulations and taxation relating to sustainability affect construction • Criteria by which sustainability is measured in relation to finished buildings • The principles of how design, technology and construction processes can contribute to sustainable building • The principles of material resource efficiency within the supply chain 	
Level 2	Provide evidence of the practical application of sustainability appropriate to your area of practice, and of awareness of the circumstances in which specialist advice is necessary	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Carrying out capital cost and value engineering exercises to determine the impact of sustainability issues on design and construction processes • Carrying out life cycle cost exercises which take account of sustainability issues • Understanding the measures undertaken by governments and international bodies to encourage the reduction of the environmental impact of development 	
Level 3	Provide evidence of reasoned advice given to clients and others on the policy, law and best practice of sustainability in your area of practice	
	Examples of activities and knowledge comprised within this level are: <ul style="list-style-type: none"> • Giving reasoned advice to your client and members of the project team on the financial impact of sustainability on a project • Giving reasoned advice on the application of environmental law and policy • Interpreting environmental reports and giving reasoned advice on the financial impact and programme implications on a project • Giving advice on sustainable material selection and how performance baselines can be estimated 	

Competency Name:		Works progress and Quality Management (T085)
Description of competency in context of this sector	Chartered Building Surveyors are frequently involved in the supervision of works on site. It is essential that candidates selecting this competency demonstrate a detailed knowledge of construction technology techniques, and the relevance of the techniques on site. Quality of workmanship is vital to ensure the long term functional ability of the element of the building design, and candidates will be expected to demonstrate detailed knowledge site quality requirements.	
Examples of likely knowledge, skills and experience at each level		
Level 1	Inspect and record progress and quality of building works	
	<p>Examples of knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • The ability to carry out a site inspection, and the importance of recording progress of works. • A knowledge of the requirements of recording progress, and comparing to programmed works progress. • Knowledge of the requirement for quality descriptors as set out in the contract documentation. 	
Level 2	Report and advise upon the adequacy of progress and quality of building works	
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Carry out inspections of works being completed on site, and prepare the necessary reports showing progress and quality issues that have arisen. • Prepare reports and advice for clients detailing the effects of additional instructions, amendments to specifications, and the likely effect on progress. • Record for in house and external purposes reports on quality of works on site, including any works rejected, and the reasons for doing so. 	
Level 3	Manage and co-ordinate progress and quality of building works as a contract administrator/supervising officer or equivalent	
	<p>Examples of activities and knowledge comprised within this level are:</p> <ul style="list-style-type: none"> • Prepare cost reports for clients, on works progress, showing any deviation from expected progress. • Implement systems for recording progress and quality issues as part of CA/SO duties, and prepare reports for external circulation. • Show an understanding of the differences between the duties of a CA/SO, and those of a person appointed solely to report on progress and quality issues. • Act as a CA/SO, and incorporate into your duties the requirements for progress and quality reporting. 	