

**Society of Chartered Surveyors**

# **Assessment of Professional Competence Requirements and competencies**

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# Introduction

## About the APC

To qualify as a Chartered member of the SCS you must fulfil two requirements:

- Gain an SCS accredited academic qualification
- Successfully complete structured training, with an employer, ending with an assessment of your capabilities

This period of training and professional experience is known as the Assessment of Professional Competence (APC). This is to ensure potential members are competent to practise and meet the Society's high standards of professionalism.

The APC normally consists of:

- A minimum of 24 months training, during which you must achieve specific competencies including a minimum of 400 days of relevant experiences
- Pre-Qualification Structured Learning (PQSL)
- Keeping a diary and logbook of your relevant training and experiences
- An interim assessment after 12 months, detailing your progress so far
- A final submission of paperwork including logbook, reports and assessment forms
- An assessment interview after 24 months, making a presentation at an assessment centre

**(Note: candidates cannot take the final assessment until they have reached the required level of competence.)**

The training structure is based on candidates achieving a set of requirements or 'competencies'. These are a mix of technical and professional practice, interpersonal, financial, business and management skills. The competencies you undertake will depend on the divisional route to membership you follow. This is partly dictated by your employment choices and agreed with your employer.

The APC will form the start of your professional career development. The training is challenging but the rewards are high. Throughout your training you will build on your personal skills – developing the expertise and confidence vital in business decision-making. If you are successful you will hold one of the most highly sought after qualifications in the business and surveying world.

## How to use this guide

You will need to read this guide with the APC guides for candidates and employers.

This guide is set out in sections and should be read in order:

**Section one** – provides information on the competencies and how to choose them, as well as detailed information on the mandatory competencies, including the ethics, professional identity and accountability, which must be achieved by all candidates. You must read and understand the mandatory competencies before going on to the next section.

**Section two** – lists each of the routes to qualification and their competencies reflecting the needs of the divisions. Check this section for the requirements of your chosen divisional route, which has been agreed with your employer.

**Section three** – lists, in alphabetical order, the individual competencies that make up the routes to qualification. They are detailed level by level. The competencies provide clarity between levels of competence, reflecting the actual skills needed to practise.

## About the competencies

The APC aims to assess that you are competent to carry out the work of a qualified surveyor. To be competent is to have the skill or ability to perform a task or function. And the competencies listed in this guide are those skills or abilities. However, they are not just a list of tasks or functions, they are also based upon attitudes and behaviours. This principle is fundamental to the structure of your training.

The competencies have been written in a generic way so you can apply them to different areas of practice. So it is important you interpret them within the context of your own area of practice.

Your supervisor, counsellor and the panel of assessors at your final assessment interview will make the judgement as to whether you have achieved the particular level of competence. This is based upon you developing and demonstrating the ability to undertake the activities set out in this guide.

**It is important you, your supervisor and counsellor are absolutely satisfied you meet the required level of competence before you attend the final interview.**

The competencies are diverse, including the technical, business, management, financial, personal and interpersonal skills required to practice in your chosen sector.

In addition to the specifically identified skills, you must demonstrate a detailed knowledge and understanding of a range of matters including professional ethics and SCS structure, role, bye-laws and rules of conduct, see page 4 for guidance notes.

For each one of the competencies shown in the following pages you will find they are defined at three levels of attainment. You must reach these levels in a logical progression and in successive stages.

**Level 1** Knowledge and understanding

**Level 2** Application of knowledge/understanding ('doing it')

**Level 3** Reasoned advice and/or depth of technical knowledge

The competencies also have three distinct categories:

- **Mandatory competencies** – personal, inter-personal and business skills common to all routes and **compulsory** for all candidates. The requirements are defined on page 3. If you are taking the APC you must also do two additional business/ financial/ management and interpersonal skills to Level 1.
- **Core competencies** – primary skills of your division. The 'core' activities of those practising within a division **must** fulfil a defined level as shown in section two 'Routes to qualification'
- **Optional competencies** – selected by you as additional skill requirements for your chosen route to qualification. In most cases you will have an element of choice.

## How to choose your competencies

Each division has prepared a brief overview of the surveying specialisms, as well as a list of their core and optional competencies' minimum requirements. These are the routes to qualification.

At the outset of your training you and your employer will agree which route you are going to undertake. It is important you give careful thought to your choice and combination of competencies, including optional ones, selected. For most routes you will find that there is an element of free choice for the optional competencies. In other words, you may choose any competency that is included in the full alphabetical list of competencies.

Your combination must reflect not only the work you do in your day-to-day environment (driven by the needs of your clients/employer), but also your chosen division.

It is impossible to give specific guidance for each route to qualification but you must be aware that your choice and combination of competencies will be a reflection of your judgement. At the final assessment, the assessors will take these choices into account. They will expect you to present a sensible and realistic choice that reflects the technical and, where appropriate, business skills needed to fulfil the normal role of a surveyor in your chosen field of practice.

**A Level 1 mandatory competency may also be chosen as an optional competency at Level 3 in routes where it is not also a core competency. Candidates are advised to take the greatest care when making such decisions so as to ensure that such choices are wisely made in the context of the guidance given.**

## The mandatory competencies

All candidates, on all routes must achieve the defined level of the mandatory competencies. The APC competencies are a mix of technical and professional practice, interpersonal, business and management skills. The Society considers them to be common to, and necessary for all Chartered Surveyors.

They are structured in levels and you must achieve the minimum standards as follows:

- Ethics, professional identity and accountability-to Level 3 (set out on Mandatory Competencies, page 4)
- Collection, retrieval and analysis of information and data – to Level 1
- Conflict avoidance, management and dispute resolution procedures – to Level 1
- Customer care-to Level 2
- Environment awareness – to Level 1
- Health and safety – to Level 1
- Information Technology – to Level 1
- Law – to Level 1
- Self management – to Level 3
- Team working – to Level 1
- Verbal communication – to Level 2
- Written/graphic communication – to Level 2

### Plus:

APC candidates must also achieve two further business, management and interpersonal related competencies to Level 1 from the list shown below. All of these competencies are defined in the alphabetical list of competencies.

- Accounting principles and procedures – to Level 1
- Business management – to Level 1
- Corporate and public communications – to Level 1
- Leadership – to Level 1

- Managing people – to Level 1
- Managing resources – to Level 1
- Negotiating skills – to Level 1
- Recruitment and selection – to Level 1

**For all candidates,** the mandatory competencies are in addition to the core and optional competencies for each route. These minimum standards are set by the Education Board but may also be included at a higher level if appropriate to your chosen route to qualification. If the route includes a mandatory competency to a higher level it will appear again in the core competency list for that route to the higher level.

If you are undertaking a route to membership with over 10 years experience (see page 18) you are also required to achieve three further competencies in Leadership, Managing Resources and Managing People to Level 2.

Please also see section on 'How to choose your competencies' for further guidance on the use of these competencies as optional competencies.

# Ethics, professional identity and accountability

In addition to reaching the necessary standard in your chosen route, you must demonstrate that you understand the significance of professional ethics and are willing to meet the standards required of you.

The Society considers this aspect of practice so important it is part of the mandatory competencies. All candidates must achieve Level 3 in the competency shown below.

## Ethics, professional identity and accountability

### Competency Ref. SCS037

#### At Level 1

- Demonstrate knowledge and understanding of the role and significance of the Society and its functions
- Demonstrate your appreciation of the personal professional role and societies' expectations of professional practice (candidates should refer to the nine core principles described in this section)
- Demonstrate knowledge and understanding of the Conduct Regulations.

#### At Level 2

- Understand the situations and occasions when the core principles should be applied.
- Provide evidence to show your own adherence to the principles

#### At Level 3

- Give reasoned and appropriate advice to all individuals on matters relating to professional practice.
- Be able to justify your own actions at all times, and demonstrate your own personal commitment to abide by ethical standards to maintain the integrity of the profession.

## Ethics 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.

Ethics can be defined as a set of moral principles extending beyond a formal code of conduct. Willingness to follow these principles was 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 the Society places upon every member responsibility for the delivery of 'surveying services' within an ethical context and subject to certain core values these underpin all conduct regulations and requirements.

Therefore, you must demonstrate that you are able to operate as a technically skilled practitioner, but in a way society expects of those with professional status.

These 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 members' professionalism may be compromised.

### The nine principles are:

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. Never commit to more than you can deliver, 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.
6. Be objective at all times. Give fair neutral advice, and never let your own dealings or interests cloud your judgement.
7. Never discriminate against others. Always treat others with respect whatever their gender, race, religion or sexual orientation.
8. Set a good example. Remember that both your public and private behaviour could affect your own, the Society's and other members' reputation.
9. Have the courage to make a stand. Be prepared to act if you suspect another member of malpractice.

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.

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

# Building surveying

The Chartered Building Surveyor offers a specialist service on all matters relating to construction, including the restoration of old buildings and construction of new ones.

Among services offered are: Building Surveys of residential, industrial and commercial property, for intending purchasers; Schedules of dilapidations in landlord/tenant relationships, refurbishment work, including preparation of drawings and specifications, supervising the work, and financial administration of the building contract. The Building Surveyor also deals with fire precautions and insurance claims.

There are two routes to qualifying as a Chartered Building Surveyor:

- Building Surveying
- Project Management

## Route Building Surveying

### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

### Core competencies

A **minimum** of:

Health and safety - to Level 2

Inspection – to Level 3

**And**

A **minimum** of three of the following:

Analysis of client requirements – to Level 3

Building pathology – to Level 3

Contract administration – to Level 3

Design and specification – to Level 3

### Optional competencies

From the full list of competencies, a **minimum** of:

Two competencies – to Level 3

Two competencies – to Level 2

Including any core competencies not already used.

### Special notes

Candidates should be aware of:

**Analysis of Client Requirements** - this competency includes the establishment and agreement of any client brief but primarily deals with the inception stage of a building project.

**Contract Administration** - this competency will include the role of contract administrator and the related monitoring of progress and quality.

## Building surveying

### Route

#### Project Management

### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

### Core competencies

You **must** achieve the competencies and levels described in Lists **A, B and C** shown below.

#### List A

A **minimum** of:

Collection, retrieval and analysis of information and data – to Level 2

Conflict avoidance, management and dispute resolution procedures – to Level 2

Contract Administration – to Level 2

Customer care – to Level 3

Law – to Level 2

Managing People – to Level 3

Project Process and Procedures – to Level 2

Project Strategy and Control – to Level 3

Risk Management – to Level 2

Team working – to Level 3

Verbal communication – to Level 3

Written/graphic communication – to Level 3

#### List B

A **minimum** of either:

Development /Project Briefs - to level 2

**Or**

Selecting the Project Team - to level 2

#### List C

One competency - To Level 2 from:

Construction Technology and Environmental Services

Development Appraisal

Project Evaluation

OR

Project Audit

### Optional competencies

From the full list of competencies, a **minimum** of two competencies to Level 2, including those shown in Lists A, B and C but not already used.

### Special notes

- The core and optional competencies should be viewed from a project management perspective, where the project manager is acting as the client's representative as indicated in the "Code of practice for Project Management for Construction and Development" (Longmans Third edition 2002).**
- Where the term "project" or "development" is used in these competencies, it refers to the whole development process and not just the construction phase or contract - reference the **"Code of practice for Project Management for Construction and Development" (Longmans Third edition 2002)**.
- Where the term "contract" is used in these competencies you should replace this term with "project", in the context of 2 above.

## General practice

### Route

#### General practice

This is the most diverse discipline as it includes a variety of activities, but is mainly concerned with estate agency, valuation, development and management of property.

In valuation General Practice Surveyors advise in connection with all real estate matters, including the valuation of property for various purposes – such as market value, acquisition, disposal, insurance, rent review, mortgage, taxation, rating and compulsory purchase.

In addition they are expert in the economic and marketing aspects of property development and investment and advises landowners, developers, lessees and investors in this area.

In Ireland most General Practice Surveyors are engaged in private practice but there are also many employed in the Public Service including Government Departments, Semi-State Bodies and Public Authorities, together with Financial Institutions and in Education.

There are five routes to qualifying as a Chartered General Practice Surveyor:

- General Practice
- Antiques and Fine Arts
- Facilities Management
- Housing Management and Development
- Plant & Machinery

### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

### Core competencies

A **minimum** of:

Inspection – to Level 2

Measurement – to Level 2

Valuation – to Level 3

### Optional competencies

From the full list of competencies, a minimum of either:

Three competencies – to Level 3

**Or**

Two competencies – to Level 3

Two competencies – to Level 2

### Special notes

You may choose to specialise in one of the following areas:

- Commercial property
- Residential property
- Valuation

Up to fifty per cent of your experience can come from any of the other property sectors listed above or from Rural Practice.

## General practice

### Route Antiques and Fine Arts

#### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

#### Core competencies

A **minimum** of:

Object ID - to Level 3

Valuation - to Level 1

#### Optional competencies

A minimum of either:

Three competencies - to Level 3

**Or**

Two competencies - to Level 3

Two competencies - to Level 2

#### Special notes

Candidates may choose either the **generalist** or the **specialist** option.

**Generalist** option - candidates to choose four subjects; at least three must be from the following:

- Ceramics & glass
- Furniture
- Silver
- Pictures

Candidates only choosing three of the above subjects can have a fourth of their own choice, but they must get approval from the Society first.

**Specialist** option - candidates must obtain prior approval from the Society on their specialist area.

Candidates choosing the **specialist** option must achieve Research methodologies and techniques - to Level 3 – as one of their competencies.

In addition to the route defined above, all candidates will undertake a practical test as part of the final assessment.

### Route Facilities Management

#### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

#### Core competencies

Business Management - to Level 3

**And**

**A minimum of:**

**Two competencies** - to Level 3

**Two competencies** - to Level 2 from the following:

Analysis of Client Requirements

Construction Technology and Environmental Services

Managing People

Procurement

Project Cost and Financial Control

Real Estate Management

Research Methodologies and Techniques

#### Optional competencies

From the full list of competencies, a **minimum** of two competencies to Level 2. Candidates may include competencies listed as CORE competencies above if not already presented as a CORE competency.

#### Special notes

Candidates choosing managing people as a core competency must still do two business related competencies under the regulations for Mandatory competency requirements. Read the following competencies as indicated:

**Business management:** to be read in the context of the contribution that facilities management activities make to the achievement of corporate objectives.

**Construction technology and environmental services:** to be read as the management of design and implementation processes relating to physical and/ or service infrastructure.

## General practice

### Route Housing Management and Development

#### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

#### Core competencies

A **minimum** of:

One competency - to Level 3

One competency - to Level 2

One competency - to Level 1 from the following:

- Housing aid or advice
- Housing maintenance and repair
- Housing management and policy
- Housing strategy and provision

#### Optional competencies

From the full list of competencies, **minimum** of **either:**

Three competencies - to Level 3

**Or**

Two competencies - to Level 3

Two competencies - to Level 2

Including any core competencies not already used.

#### Special notes

This Route to qualification is suitable for candidates employed by public, voluntary and private sector organisations that help to formulate housing strategy, manage or develop housing.

### Route Plant and Machinery

#### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

#### Core competencies

A **minimum** of:

Inspection – to Level 2

Measurement – to Level 2

Valuation – to Level 3

#### Optional competencies

From the full list of competencies, a minimum of either:

Three competencies – to Level 3

**Or**

Two competencies – to Level 3

Two competencies – to Level 2

## Geomatics

The Geomatics Surveyor surveys and maps the features of the earth's surface for a wide variety of purposes. Their activities extend to mapping large and sometimes remote areas of the world or the sea bed for purposes of navigation, port development, oil exploration and large engineering construction.

Geomatic Surveyors are usually employed by the State Sector such as the Ordnance Survey Office and by Port Authorities or Oil and Exploration Companies.

### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

### Core competencies

Candidates **must** achieve a **minimum** of **three** competencies to Level 3 chosen from the following:

Depending on the particular route within the profession that has been chosen by the candidate, a minimum of three competencies to Level 3.

- Engineering surveying
- Geodetic surveying
- Hydrographic (marine) surveying
- Land administration
- Land and coastal zone mapping
- Mapping
- Measurement
- Photogrammetry
- Remote sensing
- Spatial data capture and presentation
- Spatial data management and GIS

### Optional competencies

From the full list of competencies a **minimum** of:  
Four competencies – to Level 2.

**Note:** those candidates following the route to Chartered Hydrographic surveyor **must** include Hydrographic (marine) surveying competency to Level 3.

## Minerals

The Minerals Surveyor is an expert in the economics and practice of Minerals Surveying. This includes the evaluation and preparation of plans for the exploring and exploitation of minerals, advice, planning applications and appeals relating to mining.

The Minerals Surveyor also manages mineral estates and advises on the leasing and selling of minerals and mineral rights

### Route

**Minerals** (including Waste Management)

### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

### Core competencies

Candidates **must** achieve a **minimum** of three competencies to Level 3 chosen from the following:

- Environmental Audit
- Environmental Impact Assessment
- Environmental Sustainability
- Ground Engineering and Subsidence
- Inspection
- Mapping
- Minerals Management
- Valuation
- Waste Management

### Optional competencies

From the full list of competencies, a minimum of four competencies to Level 2 including any core competencies not already used

Candidates are advised to include two business-orientated competencies within their choice of Optional competencies.

## Planning and development

Planning and Development Surveyors specialise in all aspects of urban and rural planning, working as part of a team and offering advice on economics and amenities, conservation and urban renewal schemes.

Development surveyors work closely with the planners to implement their plans within a given timescale and budget. They are mainly employed by companies and organisations, which are carrying out major development projects both urban and industrial.

There is much scope for the Planning and Development Surveyor to use their professional knowledge and management skills in developing the future of our environment.

### **Route** **Planning and Development**

#### **Mandatory competencies**

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

#### **Core competencies**

A **minimum** of:

Development appraisal – to Level 3

Law – to Level 3

Mapping - to Level 1

Measurement – to Level 2

Planning - to Level 3

Valuation – to Level 2

#### **Optional competencies**

From the full list of competencies, a minimum of either:

Three competencies – to Level 3

**Or**

Two competencies – to Level 3

Two competencies – to Level 2

## Quantity Surveying

The Chartered Quantity Surveyor is a building economist, sometimes known as a Construction Cost Consultant. They advise building owners and architects on probable costs of construction schemes and on cost of alternative designs.

They prepare cost plans for projects, which enable the design team to arrive jointly at practical designs for projects and stay within the budget. Their advice enables design and construction at all stages to be controlled within predetermined expenditure.

They prepare bills of quantities and other tender documentation and where appropriate, they also negotiate with the main contractors.

They also prepare valuations for payments to the contractor as work proceeds and cost reports providing forecasts of final costs. They are responsible for the measurement and valuation of variations in the work during the contract and for the preparation and agreement of the final account.

Generally, Chartered Quantity Surveyors are engaged in private practice either as a partner or employee in a professional firm. However, there are also Chartered Quantity Surveyors employed in Government Departments, Semi-State Bodies, and Public Authorities. Chartered Quantity Surveyors also work in building contracting firms.

There are four routes to qualifying as a Chartered Quantity Surveyor:

- Construction Surveying
- Quantity Surveying
- Facilities Management
- Project Management

# Quantity surveying

## Route Construction surveying

### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

### Core competencies

A **minimum** of:

- Commercial management of construction - to Level 3
- Conflict avoidance, management and dispute resolution - to Level 2
- Construction technology and environmental services - to Level 2
- Contract practice - to Level 3
- Health and safety - to Level 2
- Measurement and costing of construction works - to Level 3

### Optional competencies

From the full list of competencies, a **minimum** of:

- Two competencies - to Level 3
- Two competencies - to Level 2

### Special notes

You are expected to specialise in one (or more) of the following and must notify the Society of your area of practice before assessment:

- Building
- Civil engineering (including infrastructure)
- Mechanical and Engineering (including utilities and IT)
- Oil/gas
- Petro-chemical
- Railways

## Route Quantity surveying

### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

### Core competencies

A **minimum** of:

- Conflict avoidance, management and dispute resolution - to Level 2
- Construction technology and environmental services - to Level 2
- Contract practice - to Level 3
- Design economics and cost planning - to Level 3
- Health and safety - to Level 2
- Measurement and costing of construction works - to Level 3

### Optional competencies

From the full list of competencies, a **minimum** of:

- Two competencies - to Level 3
- Two competencies - to Level 2

### Special notes

You must specialise in one (or more) of the following and must notify the Society of your area of practice before assessment:

- Building
- Civil engineering (including infrastructure)
- Mechanical and Engineering (including utilities and IT)
- Oil/gas
- Petro-chemical
- Railways

# Quantity surveying

## Route Facilities Management

### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

### Core competencies

Business Management - to Level 3

And

A **minimum** of:

**Two competencies - to Level 3**

**Two competencies - to Level 2 from the following:**

- Analysis of Client Requirements
- Construction Technology and Environmental Services
- Managing People
- Procurement
- Project Cost and Financial Control
- Real Estate Management
- Research Methodologies and Techniques

### Optional competencies

From the full list of competencies, a minimum of two competencies to Level 2. Candidates may include competencies listed as CORE competencies above if not already presented as a CORE competency.

### Special notes

Candidates choosing managing people as a core competency must still do two business related competencies under the regulations for Mandatory competency requirements. Read the following competencies as indicated:

**Business management:** to be read in the context of the contribution that facilities management activities make to the achievement of corporate objectives.

**Construction technology and environmental services:** to be read as the management of design and implementation processes relating to physical and/ or service infrastructure.

## Route Project Management

### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

### Core competencies

You **must** achieve the competencies and levels described in Lists **A, B and C** shown below.

**List A**

A **minimum** of:

- Collection, retrieval and analysis of information and data - to Level 2
- Conflict avoidance, management and dispute resolution procedures - To Level 2
- Contract Administration - To Level 2
- Customer care - to Level 3
- Law - to Level 2
- Managing People - to Level 3
- Project Process and Procedures - to Level 2
- Project Strategy and Control - to Level 3
- Risk Management - to Level 2
- Team Working - to Level 3
- Verbal communication - to Level 2
- Written/graphic communication - to Level 3

**List B**

A minimum of either:

- Development /Project Briefs - to Level 2
- Or
- Selecting the Project Team - to Level 2

**List C**

- One competency - to Level 2 from:
  - Construction Technology and Environmental Services
  - Development Appraisal
  - Project Audit OR
  - Project Evaluation

### Optional competencies

From the full list of competencies, a **minimum** of two competencies to Level 2, including those shown in Lists A, B and C but not already used.

### Special notes

1. **The core and optional competencies should be viewed from a project management perspective, where the project manager is acting as the client's representative as indicated in the "Code of practice for Project Management for Construction and Development" (Longmans Third edition 2002).**
2. Where the term "project" or "development" is used, it refers to the whole development process and not just the construction phase or contract - reference the **"Code of practice for Project Management for Construction and Development" (Longmans Third edition 2002).**
3. Where the term "contract" is used in these competencies you should replace this term with "project", in the context of 2 above.

## Rural practice

Rural Practice Surveyors are concerned with every aspect of the management of agricultural land. Their various specialisations include the management of estates and forestry.

Traditionally they work in rural surroundings and the majority are employed in private practice where their work also includes the valuation, sale and management of rural property and the sale by auction of live and dead stock. They are also concerned with forestry and rural planning.

### Route Rural

#### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

#### Core Competencies

A **minimum** of three competencies to Level 3 from the following:

Access and Easements for power, water and communications infrastructure, including wayleaves

Agriculture

Asset and Investment Management

Auctioneering

Compulsory Acquisition and Compensation

Environmental management

Forestry and Woodland Management

Landlord and Tenant

Land Use and Diversification

Management of the Natural Environment and Landscape

Planning

Purchase Disposal and Leasing

Real Estate management

Strategic Real Estate Consultancy

Valuation

#### Optional Competencies

From the full list of competencies, a minimum of:

**One competency - to Level 3**

**Two competencies - to Level 2**

**Including any core competencies not already used.**

## Additional routes to membership

### Research

In response to demand from clients for an increasing degree of analytical support for the advice provided by the profession, research has become a specialist function within many Chartered Surveying firms and other surveying related organisations. Support roles include analysing data and information and/or clients' requirements to assist the consultant in providing strategic advice to a client. You will usually be working in private practice but could also work in a corporate organisation or in the public sector possibly dealing, for example, with best value changes and implementation. As a result of the wide range of projects, approaches and applications, Chartered Surveyors in research must have a specific set of skills and knowledge. They need a broad understanding of the operation of land, property and construction markets, as well as the ability to communicate and liaise with clients. This route to membership assesses your ability to apply rigorous research expertise to providing real solutions to the business needs of clients.

**Although research is a specialism, it is not specific to any division, so you will need to make your research relevant to the division which you seek membership. Therefore, you must also refer to the statement and route to qualification for your chosen division.**

### Route Research

#### Mandatory competencies

You **must** achieve the **minimum** levels as set out in the mandatory competencies on page 4.

#### Core competencies

A **minimum** of:

Analysis of client requirements - to Level 3

Information integration and assimilation - to Level 3

Research methodologies and techniques - to Level 3

#### Special notes

You **must** demonstrate competence in research that relates to a wide range of projects, approaches, applications and locations. The research must be relevant to the Division for which membership is sought.

You **must** also demonstrate a sound, theory based understanding of the required core and optional competencies within your Division.

### Route Academic

You can also apply for membership to the Society if you are employed in the academic sector. This route has three parts:

#### 1. Academic Qualification

You **must** have either:

A Relevant SCS-accredited Qualification

**Or**

Any first degree/ relevant degree – equivalent professional qualification and a surveying related higher degree (MA, MSc, MPhil, DPhil, PhD).

#### 2. Teaching and research Experience

You must carry out, over a four-year period, either:

Teaching on an SCS accredited Course

**Or**

If not teaching on an accredited course, but possess an SCS accredited qualification, research activities relevant to and in support of the surveying profession.

(If you have a formal post-graduate teaching qualification you are entitled to an exemption of one year from the period of teaching research).

#### 3. SCS final assessment

- You must submit four peer- group refereed research papers that have been published and accepted for publication or delivered at a conference, within four years of consideration. You must have been the sole or main author. The Society will accept both theoretical and applied research submissions. On the basis of these submissions your suitability for final assessment will be decided
- Once accepted for final assessment, you must produce a 3,000 word statement on the professional relevance of your research, as well as demonstrating how you have worked with the surveying profession through a range of activities
- Finally, you will attend an interview, which will focus on the research submissions and the 3,000 word submission. You will also need to demonstrate an understanding of the mandatory competencies, the requirements of your chosen faculty, as well as professional practice and the Society's rules of conduct.

## Additional routes to membership

### Route Experience

If you, hold an SCS accredited qualification, are over the age of 33, and have more than 10 years experience relevant to the division in which you wish you practice. You may apply for the Experience route to qualification.

You will be required to submit a C.V. detailing your work experience over the past ten years to the Society for approval. Should your application be approved by the Society you must complete 12 months training during which you must meet all of the competency requirements of your chosen divisional route, together with completing 48 hours of PQSL.

You must achieve two further business, management and interpersonal related competencies to Level 1 from the list below:

- Accounting principles and procedures – to Level 1
- Business management – to Level 1
- Corporate and public communications to Level 1
- Negotiating skills- to Level 1
- Recruitment and selection – to Level 1

Also, you **must** also achieve the following competencies:

- Leadership – to Level 2
- Managing people – to Level 2
- Managing resources – to Level 2

You will be required to sit an interview based on your final submission.

## Alphabetical list of APC competencies

Ref:	Competency	Ref:	Competency
SCS001	Access and easements for power, water and communications infrastructure, including wayleaves	SCS025	Customer care
SCS002	Accounting principles and procedures	SCS026	Design and specification
SCS003	Agriculture	SCS027	Design economics and cost planning
SCS004	Analysis of client requirements	SCS028	Development appraisals
SCS005	Asset and investment management (including fund and portfolio management)	SCS029	Development/project briefs
SCS006	Auctioneering	SCS030	Economic development
SCS007	Building pathology	SCS031	Engineering surveying
SCS008	Business management	SCS032	Environmental assessment
SCS009	Capital allowances and grants	SCS033	Environmental audit
SCS010	Capital taxation	SCS034	Environmental awareness
SCS011	Collection, retrieval and analysis of information and data	SCS035	Environmental management
SCS012	Commercial management of construction	SCS036	Environmental sustainability
SCS013	Compulsory acquisition and compensation	SCS037	Ethics, professional identity and accountability
SCS014	Conflict avoidance, management and dispute resolution procedures	SCS038	Financial risk management
SCS015	Conservation and restoration management	SCS039	Forestry and woodland management
SCS016	Construction technology and environmental services	SCS040	Geodetic surveying
SCS017	Consultancy skills	SCS041	Ground engineering and subsidence
SCS018	Contaminated land	SCS042	Health and safety
SCS019	Contract administration	SCS043	Housing aid or advice
SCS020	Contract practice	SCS044	Housing maintenance, repair and improvements
SCS021	Corporate and public communications	SCS045	Housing management and policy
SCS022	Corporate finance	SCS046	Housing strategy and provision
SCS023	Corporate real estate management	SCS047	Hydrographic (marine) surveying
SCS024	Corporate recovery and insolvency	SCS048	Information integration and assimilation
		SCS049	Information technology
		SCS050	Inspection

## Alphabetical list of APC competencies

Ref:	Competency	Ref:	Competency
SCS051	Insurance and risk management	SCS077	Project process and procedures
SCS052	Landlord and tenant	SCS078	Project strategy and control
SCS053	Land administration	SCS079	Purchase disposal and leasing
SCS054	Land and coastal zone mapping	SCS080	Real estate finance and funding
SCS055	Land use and diversification	SCS081	Real estate management
SCS056	Law	SCS082	Real estate management accounting
SCS057	Leadership	SCS083	Real estate records
SCS058	Local taxation/assessment	SCS084	Recruitment and selection
SCS059	Maintenance management	SCS085	Remote sensing
SCS060	Management of the built environment	SCS086	Research methodologies
SCS061	Management of the natural environment	SCS087	Risk management
SCS062	Managing people	SCS088	Securitisation
SCS063	Managing resources	SCS089	Selecting the project team
SCS064	Mapping	SCS090	Self management
SCS065	Marketing	SCS091	Spatial data capture and presentation
SCS066	Measurement	SCS092	Spatial data management and GIS
SCS067	Measurement and costing of construction works	SCS093	Specification preparation
SCS068	Minerals management	SCS094	Strategic real estate consultancy
SCS069	Negotiating skills	SCS095	Surveying land and sea
SCS070	Object Identification	SCS096	Team working
SCS071	Photogrammetry	SCS097	Use of the marine environment
SCS072	Planning	SCS 098	Valuation
SCS073	Procurement	SCS099	Verbal communication
SCS074	Project audit	SCS0100	Works progress and quality management
SCS075	Project cost and financial control	SCS101	Written and/or graphic communication
SCS076	Project evaluation		

## Access and easements for power, water and communications infrastructure, including wayleaves

### SCS 001

#### At Level 1

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 including the methodology and techniques used in valuation for these purposes.

#### At Level 2

Identify and understand the appropriate routing for lines, cables and other third party infrastructure including associated environmental assessment; undertake inspections; evaluate and negotiate payments for their use or acquisition.

#### At Level 3

Give reasoned advice, undertake complex valuations on and write reports in relation to the provision of power, water, pipelines, and other third party or communications infrastructure.

## Accounting principles and procedures

### SCS002

#### At Level 1

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

#### At Level 2

Interpret company accounts and balance sheets.

#### At Level 3

Prepare basic profit and loss statements and balance sheets and apply all appropriate accounting and regulatory standards.

## Agriculture

### SCS003

#### At Level 1

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

#### At Level 2

Apply the principles and systems of practical farming methods including the requirements and characteristics of yields and current market prices of the agricultural produce and livestock, costs of production and the utilisation and cost of farm buildings.

#### At Level 3

Provide reasoned advice on the management and practical application of appropriate methods and requirements of farming.

## Analysis of client requirements

### SCS004

#### At Level 1

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

#### At Level 2

Demonstrate the ability to understand client requirements, including the development of appropriate strategies and methodologies, including where appropriate, undertaking feasibility studies, design proposals and costings.

#### At Level 3

Develop appropriate strategies to meet the client's requirements, based on analysis and interpretation. Demonstrate the ability to report on and present strategies to the client.

## Asset and investment management (including fund and portfolio management)

### SCS005

#### At Level 1

Demonstrate knowledge and understanding of the principles of real estate as an investment.

#### At Level 2

Apply the principles of managing real estate as an investment.

#### At Level 3

Give reasoned and strategic advice on real estate as an investment, including the preparation and presentation of reports.

## Auctioneering

### SCS006

#### At Level 1

Demonstrate knowledge and understanding of the basic principles and legal obligations of the preparation for and procedure at auction.

#### At Level 2

Apply your knowledge to the preparation of and procedure at auctions, including experience of selling at auction.

#### At Level 3

Demonstrate a thorough working knowledge and experience of auctions.

## Building pathology

### SCS007

#### At Level 1

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

#### At Level 2

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

#### At Level 3

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

## Business management

### SCS008

#### At Level 1

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

#### At Level 2

Apply your knowledge of the principles and ability to use the tools of business management.

#### At Level 3

Give reasoned advice on the application of the principles and tools described at Level 2 to address business management issues.

## Capital allowances and grants

### SCS009

#### At Level 1

Demonstrate knowledge and understanding of capital allowances and grants.

#### At Level 2

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

#### At Level 3

Give reasoned advice, prepare claims, make applications for grants, prepare and present reports to clients, correspond and negotiate with the relevant government and other authorities.

## Capital taxation

### SCS010

#### At Level 1

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

#### At Level 2

Undertake valuations for the purposes of capital taxation.

#### At Level 3

Undertake complex valuations for the purpose of capital taxation using a variety of valuation methodologies and techniques; undertake negotiations relating to valuations. Give reasoned and strategic advice in respect of specific cases and/or other national taxation issues.

## Collection, retrieval and analysis of information and data

### SCS 011

#### At Level 1

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

#### At Level 2

Collect and collate information relevant to your area of business/practice. Understand the relevance of the information gathered and the uses to which it can be applied. Analyse the information and data collected.

#### At Level 3

Give reasoned advice on the use and practical application of the information collected and/or specify the most appropriate way for your own and/or a client organisation to collect, analyse and apply relevant information and data.

**Note: This competency is not intended for use by those undertaking the Research Route (other than as a mandatory competency)**

## Commercial management of construction

### SCS012

#### At Level 1

Demonstrate knowledge and understanding of the principles of financial management of construction projects as part of corporate business management.

#### At Level 2

Apply your knowledge to the financial management of construction projects, including regular monitoring and reporting on cash flow and analysis of variances between budgeted and actual costs.

#### At Level 3

Monitor, report and advise at a senior/executive level on multiple project cash flows and/or large complex projects with many sub-projects/contracts; evaluate and advise on the financial implications and appropriate management action.

## Compulsory acquisition and compensation

### SCSo13

#### At Level 1

Demonstrate knowledge and understanding of the powers and procedures of government and other bodies in relation to the compulsory acquisition and compensation for interests in real estate and the rights of owners and occupiers of the various interests in real estate.

#### At Level 2

Apply/assist in the preparation of the various stages involved in the process of compulsory acquisition including the formulation/estimate of a claim for compensation.

#### At Level 3

Give reasoned advice in relation to the validity and quantum 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.

## Conflict avoidance, management and dispute resolution procedures

### SCSo14

#### At Level 1

Demonstrate knowledge and understanding of the techniques for conflict avoidance and management (in particular by appropriate procurement, management and drafting); conflict management and dispute resolution including, negotiation mediation and conciliation, adjudication, arbitration, independent expert determination and litigation (dispute resolution procedures).

#### At Level 2

Demonstrate knowledge and/or involvement with:

- The relevant law governing conflict avoidance and management, and dispute resolution procedures (DRP)
- The practice and procedure of conflict management and dispute resolution
- The 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.

#### At Level 3

Demonstrate a thorough understanding of the law governing conflict avoidance and management, and DRP. Give reasoned advice and support to clients concerning the different DRPs having reference to their particular circumstances.

## Conservation & restoration management

### SCSo15

#### At Level 1

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

#### At 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.

#### At Level 3

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

## Construction technology and environmental services

### SCSo16

#### At Level 1

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

#### At Level 2

Apply your knowledge in the measurement and/or management of the appropriate construction processes.

#### At Level 3

Advise on the selection and application of particular processes within your area of experience at senior/executive level, including liaison with specialists and consultants to develop project-specific design and construction solutions.

Note: Candidates may also select from the following fields of work:

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

Other fields may be accepted, subject to written approval from the Society.

## Consultancy skills

### SCSo17

#### At Level 1

Demonstrate knowledge and understanding of the difference between transactional, technical execution, technical advisory and strategic consultancy in the context of the provision of real estate and construction related services.

#### At Level 2

Apply your knowledge of the management consultancy process including proposal writing, assignment planning and management, report writing and presentations.

#### At Level 3

Demonstrate your ability to provide, both written and verbally, core consulting skills, with the minimum of supervision.

## Contaminated land

### SCSo18

#### At Level 1

Demonstrate knowledge and understanding as to 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 2

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

#### At Level 3

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

## Contract administration

### SCSo19

#### At Level 1

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

#### At Level 2

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

#### At Level 3

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

**Note: For project managers the words “construction contract” is to be replaced with “project”, where “project” refers to the whole development process.**

## Contract practice

### SCSo20

#### At Level 1

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

#### At Level 2

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

#### At Level 3

Give reasoned advice, prepare and present reports on the selection of the appropriate form of contract and warranties including the provision of advice on the most appropriate contractual procedure at the various stages of a construction or other contract.

## Corporate and public communications

### SCSo21

#### At Level 1

Understand the importance of the opinions and sentiments of the various stakeholders in a given project and the framework within which the development or management strategy must work.

#### At Level 2

Demonstrate an ability to communicate effectively with local stakeholders in a given project, including community groups, government and news media.

#### At Level 3

Demonstrate the ability to prepare an effective communication strategy at the outset of a given project.

## Corporate finance

### SCSo22

#### At Level 1

Demonstrate knowledge and understanding of the principles and practices underlying corporate finance.

#### At Level 2

Demonstrate knowledge and understanding of the capital structure decisions of corporate organisations and real estate vehicles, to include the calculation of the cost of capital and the regulatory framework within which the corporate finance market place operates.

#### At Level 3

Give reasoned advice on the effects of different corporate financing techniques and the role of real estate in a corporate context including mergers and acquisitions.

## Corporate real estate management

### SCSo23

#### At Level 1

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

#### At Level 2

Identify and understand the strategic requirements and resource implications of corporate estate management.

#### At Level 3

Prepare, communicate, advise and, where appropriate, execute corporate real estate strategy.

## Corporate recovery and insolvency

### SCSo24

#### At Level 1

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

#### At 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.

#### At Level 3

Give 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.

## Customer/ Client care

### SCSo25

#### At Level 1

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

- The concept of identifying all the clients/colleagues/third parties who are your customers/client
- The behaviours that are appropriate to establish customer relationships
- The systems and procedures that are appropriate for managing the process of customer care, including complaints

#### At Level 2

Apply your knowledge to put the principles and practice of customer care in your area of business/practice on a routine basis.

#### At Level 3

Give reasoned advice on, and/or act as customer/client manager.

## Design and specification

### SCSo26

#### At Level 1

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

#### At Level 2

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

#### At Level 3

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

## Design economics and cost planning

### SCSo27

#### At Level 1

Demonstrate knowledge and understanding of the main factors that affect the economics of a design. Demonstrate knowledge of the main sources of cost data and an understanding of the adjustments that may be required for factors including location, specification, time and market forces. Demonstrate knowledge and understanding of the difference between capital costs and running costs, including techniques for life-cycle costings.

#### At Level 2

Apply your knowledge to collect and collate cost data; cost alternative design solutions and prepare estimates and cost plans for proposed and actual projects; carry out cost checks as designs develop and adjust cost plans to maintain budgetary control within approved limits. Analyse and compare tenders and costs against estimates and cost plans. Prepare and submit cost data to in-house and/or external data collection agencies.

#### At Level 3

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. Organise and evaluate the input of specialists. Comment on accuracy and risks.

## Development appraisals

### SCSo28

#### At Level 1

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

#### At Level 2

Identify, select, assemble and analyse data relevant to carrying out development appraisals; undertake appraisals using relevant techniques and methodology.

#### At Level 3

Apply data accurately to relevant methods of development appraisal.

## Development/Project briefs

### SCS029

#### At Level 1

Demonstrate knowledge and understanding of the information required to prepare a Development Brief or Project Brief.

#### At Level 2

Apply your knowledge to identify, select, assemble and analyse information relevant to the preparation of Development Briefs or Outline Project Briefs.

#### At Level 3

Apply information in the preparation and presentation of Development Briefs or Detailed Design Briefs or parts thereof.

## Economic development

### SCS030

#### At Level 1

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 including inward investment strategies.

#### At Level 2

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

#### At Level 3

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

## Engineering surveying

### SCS031

#### At Level 1

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 2

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

#### At Level 3

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

### SCS032

#### At Level 1

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

#### At Level 2

Apply your understanding of environmental assessment, in practice, as appropriate.

#### At Level 3

Give reasoned advice including the preparation and production of reports based upon appropriate environmental assessments.

## Environmental audit (and monitoring)

### SCS033

#### At Level 1

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

#### At Level 2

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

#### At Level 3

Give reasoned advice including the preparation and production of reports based upon appropriate environmental audits.

## Environmental awareness

### SCS034

#### At Level 1

Demonstrate knowledge and understanding of global environmental issues, including an appreciation as to how human activities at the local level may have wider environmental implications.

#### At Level 2

Apply environmental principles appropriate to your area of business/practice.

#### At Level 3

Interpret environmental reports and to make appropriate recommendations based upon information contained therein.

## Environmental management

### SCS035

#### At Level 1

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

#### At Level 2

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

#### At Level 3

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

## Environmental sustainability

### SCS036

#### At Level 1

Demonstrate knowledge and understanding of the law and government policy relating to the environment and have an understanding of the concept of sustainable development.

#### At Level 2

Demonstrate you have applied those aspects of environmental law and policy which are common within the planning and development process, obtain specialist advice where necessary, apply the principles of sustainable development in practical situations and understand when and how to undertake environmental impact assessment.

#### At Level 3

Give reasoned advice on the application of environmental law and policy and the undertaking of environmental impact assessment in most situations common within the planning and development process. Select and manage specialist providers of advice in relation to environmental matters.

## Ethics, professional identity and accountability

### SCS037

#### At Level 1

- Demonstrate knowledge and understanding of the role and significance of SCS and its functions
- Demonstrate your appreciation of the personal professional role and societies' expectations of professional practice (candidates should refer to the nine core principles described in this section)
- Demonstrate knowledge and understanding of the Conduct Regulations.

#### At Level 2

- Understand the situations and occasions when the core principles should be applied.
- Provide evidence to show your own adherence to the principles

#### At Level 3

- Give reasoned and appropriate advice to all individuals on matters relating to professional practice.
- Be able to justify your own actions at all times, and demonstrate your own personal commitment to abide by ethical standards to maintain the integrity of the profession.

## Financial risk management

### SCS038

#### At Level 1

Demonstrate knowledge and understanding of the principles, practices and relevance of financial risk management.

#### At Level 2

Apply your knowledge and understanding to identify the constituent financial and other risk factors and whether they lead to acceptable or unacceptable risk outcomes. Demonstrate knowledge and understanding of the measurement of risk and the setting of the risk/reward parameters for the project, and assist in the preparation of reports.

#### At Level 3

Give reasoned and strategic advice and implement strategic and financial risk management policies for the reduction of risk and the setting of the risk/reward parameters for the project, and assist in the preparation of reports.

## Forestry and woodland management

### SCS039

#### At Level 1

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

#### At Level 2

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 their impact on grant regimes.

#### At Level 3

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.

## Geodetic surveying

### SCS040

#### At Level 1

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 2

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 3

Advise on advanced practice and planning. Use advanced software and carry out adjustments and analysis. Advise on client specifications and final product needs.

## Ground engineering and subsidence

### SCS041

#### At Level 1

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

#### At Level 2

Collate, analyse and interpret information gathered after initial research.

#### At Level 3

Give reasoned advice, prepare and present reports.

## Health and safety

### SCS042

#### At Level 1

Demonstrate knowledge, understanding and compliance with the principles and responsibilities imposed by law, codes of practice and other regulations relating to health and safety.

#### At Level 2

Apply your knowledge on health and safety issues and the requirements for compliance, including undertaking a risk assessment.

#### At Level 3

Give reasoned advice on health and safety.

## Housing aid or advice

### SCS043

#### At Level 1

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 2

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

#### At Level 3

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

## Housing maintenance, repair and improvements

### SCS044

#### At Level 1

Demonstrate knowledge and understanding of providers' responsibilities for the maintenance, repair and improvement of the housing stock.

#### At Level 2

Apply your knowledge to assess the condition of housing, prepare reports and cost estimates, obtain funding and prepare and progress tenders in relation to work programmes.

#### At Level 3

Manage work in progress and payments.

## Housing management and policy

### SCS045

#### At Level 1

Demonstrate knowledge and understanding of the legislation and statutory guidance that is relevant to the management of housing.

#### At Level 2

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

#### At Level 3

Give 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

### SCSo46

#### At Level 1

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 in a sustainable way.

#### At Level 2

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

#### At Level 3

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

## Hydrographic (marine) surveying

### SCSo47

#### At Level 1

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

#### At Level 2

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 3

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

## Information integration and assimilation

### SCSo48

#### At Level 1

Demonstrate knowledge and understanding of processes involved in the integration and assimilation of information derived from sources other than the client into the specification, development and implementation of research.

#### At Level 2

Apply and interpret information and other material in the specification, development and implementation of research.

#### At Level 3

Demonstrate the effective integration of information into research activities to satisfy client requirements and support the development of client strategies.

## Information technology (use and application)

### SCSo49

#### At Level 1

Demonstrate knowledge and understanding of the various systems, software and uses of Information Technology appropriate to your area of business/practice.

#### At Level 2

Apply your knowledge on a routine basis.

#### At Level 3

Give reasoned advice on the appropriate use, application and/or adaptation of Information Technology systems to the benefit of your business and /or clients and customers.

## Inspection

### SCSo50

#### At Level 1

Understand the different requirements for inspection, information required and factors affecting the approach to an inspection for the required purpose.

#### At 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.

#### At Level 3

Give reasoned advice and recommendations arising from inspections.

## Insurance & risk management

### SCSo51

#### At Level 1

Demonstrate knowledge & understanding of the principles and practice of property, liability insurance and alternative risk transfer mechanisms, and the various means by which property risks are controlled, managed and reduced.

#### At Level 2

Apply your knowledge to the preparation of appropriate description and valuation of property relevant to insurance, in the context of both coverage required and post-loss, the quantum, subrogation and recovery aspects. Identify relevant risks following survey; undertake an assessment report incorporating strategy and recommendations.

#### At Level 3

Give reasoned advice on the range, mode and purpose of risk transfer mechanisms to reflect the requirements of the client. Demonstrate in-depth knowledge of the criteria for the inception of appropriate property and liability insurance, settlement of claims and/or recovery of loss. Advise on strategies and the methods, products and services available, for reduction of risk.

## Landlord and tenant (including rent reviews and lease renewals)

### SCSo52

#### At Level 1

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

#### At Level 2

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

#### At Level 3

Give reasoned advice, prepare and present reports on the law and practice relating to landlord and tenant.

## Land administration

### SCSo53

#### At Level 1

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 2

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 3

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

## Land and costal zone mapping

### SCSo54

#### At Level 1

Demonstrate knowledge and understanding of the principles and issues associated with land and/or coastal zone management.

#### At Level 2

Identify and understand the strategy requirements and recourse implications of land and/or coastal zone management.

#### At Level 3

Prepare, communicate, advise and where appropriate execute land and/or coastal zone strategy.

## Land use and diversification

### SCSo55

#### At Level 1

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 2

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 3

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

## Law

### SCSo56

#### At Level 1

Demonstrate knowledge and understanding of the principles of the law that is relevant to your area of business/practice and location.

#### At Level 2

Apply your knowledge in specific situations.

#### At Level 3

Give reasoned advice and/or demonstrate exceptional depth of knowledge in an area/s of the law and its practice in specific instances.

## Leadership

### SCSo57

#### At Level 1

Describe the characteristics and behaviour of a leader.

#### At Level 2

Perform and justify the role of leader in practice.

#### At Level 3

Evaluate your leadership role.

## Local taxation/assessment

### SCSo58

#### At Level 1

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 2

Undertake valuations for the purposes of local/municipal taxation.

#### At Level 3

Undertake complex valuations for the purposes of local/municipal taxation using a variety of valuation methodologies and techniques; undertake negotiations relating to valuations. Give reasoned and strategic advice in respect of specific cases and/or other local taxation issues.

## Maintenance management

### SCSo59

#### At Level 1

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

#### At Level 2

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

#### At Level 3

Give reasoned advice, write and present reports on maintenance management.

## Management of the built environment and landscape

### SCSo60

#### At Level 1

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

#### At Level 2

Apply your knowledge of conservation of the built environment and landscape in real estate, business management and development.

#### At Level 3

Provide reasoned advice, write reports and negotiate on all matters relating to conservation of the built environment and landscape in real estate, business management and development.

## Management of the natural environment and landscape

### SCSo61

#### At Level 1

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

#### At Level 2

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

#### At Level 3

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

## Managing people

### SCSo62

#### At Level 1

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

#### At Level 2

Apply the skills required to manage people.

#### At Level 3

Manage a team and/or give reasoned advice in respect of human resource issues in specific cases.

## Managing resources (excluding human resources)

### SCSo63

#### At Level 1

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

#### At Level 2

Apply your knowledge to allocate resources in an appropriate and cost effective manner.

#### At Level 3

Monitor, manage and report on the effective use of resources in specific business/professional practice cases. Give reasoned advice on the most effective use, allocation and cost of resources.

## Mapping

### SCSo64

#### At Level 1

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 2

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

#### At Level 3

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

## Marketing

### SCSo65

#### At Level 1

Demonstrate knowledge and understanding of the principles of marketing for your business and/or for the product you are employed to promote.

#### At Level 2

Apply the principles of marketing and apply them to the business and/or a specific product.

#### At Level 3

Contribute to the formulation and implementation of a marketing strategy for the business and/or a specific product.

## Measurement

### SCSo66

#### At Level 1

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

#### At Level 2

Apply your knowledge to undertake measurement. Use basic and/or advanced instrumentation to collect data.

#### At Level 3

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

## Measurement and costing of construction works

### SCSo67

#### At Level 1

Demonstrate knowledge and understanding of the principles of the quantification and analysis of the cost significant resources of construction (both product and process) as a basis for the financial management of contracts.

#### At Level 2

Apply your knowledge to the measurement and costing of construction works, including use of appropriate standard methods of measurement and forms of cost analysis as part of the process of preparing tender documents, evaluating tenders, measuring & valuing work in progress, compiling claims and drafting final accounts.

#### At Level 3

Advise on appropriate methods of measurement and costing for specific contracts and projects; take responsibility for the preparation and issue of tender documents, return of tenders and finalisation of tender reports. Advise on and /or supervise the valuation of work in progress for interim payments; prepare, evaluate and agree variations, claims and final accounts.

## Minerals management

### SCSo68

#### At Level 1

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

#### At Level 2

Analyse site investigations and interpret results; appreciate the economic and technical viability and/or management of mineral extraction and restoration.

#### At Level 3

Design, give advice and/or manage mineral exploitation schemes and their implementation.

## Negotiating skills

### SCSo69

#### At Level 1

Demonstrate knowledge and understanding of the basic principles and skills of negotiation.

#### At Level 2

Apply your knowledge to everyday situations/specific cases where negotiation is involved.

#### At Level 3

Undertake complex negotiations on behalf of clients/customers/other third parties with the minimum of supervision.

## Object ID (identification)

### SCSo70

#### At Level 1

Demonstrate knowledge and understanding of the Object ID checklist including the characteristics to be observed to be able to complete an Object Identification.

#### At Level 2

Apply your knowledge of Object Identification.

#### At Level 3

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

## Photogrammetry

### SCSo71

#### At Level 1

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

#### At Level 2

Apply your knowledge and be aware of scales, camera, scanning, triangulation and different data capture techniques. Understand and undertake procedures for routine data adjustment and data capture. Use industry standard software.

#### At Level 3

Provide fit for purpose advice on client requirements, identify and assess specifications. Use advanced industry software and advise on data transfer and/or format.

## Planning

### SCS072

#### At Level 1

Demonstrate knowledge and understanding of the principles of planning.

#### At Level 2

Apply your knowledge to matters relevant to the planning process.

#### At Level 3

Give reasoned advice, including the preparation and presentation of reports on planning matters, brief other professional consultants and understand the application of specialist knowledge to the resolution of complex problems.

## Procurement (Suppliers)

### SCS073

#### At Level 1

Demonstrate knowledge and understanding of supply chain management and procurement; the selection of potential bidders including the use of pre-qualification processes for potential suppliers; principles of procurement law relating to publicly-funded bodies; use and purpose of references offered by suppliers in respect of competence and financial stability.

#### At Level 2

Apply your knowledge in the preparation of invitations to tender and tender enquiries; principles of evaluation of offers received including the preparation of evaluation criteria and scoring matrix; dealing with the receipt of non-compliant or alternative offers.

#### At Level 3

Manage the receipt of offers for both successful and other bidders; give reasoned advice on the evaluation of offers in accordance with the initial tender specification and tender matrix; prepare and present reports on offers received.

## Project audit

### SCS074

#### At Level 1

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

#### At Level 2

Explain the procedures associated with the production of a project audit/close out report.

#### At Level 3

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

## Project cost and financial control

### SCS075

#### At Level 1

Demonstrate knowledge and understanding of the need for effective programme planning, monitoring and control of costs, including an appreciation of the impact of advice at the inception and design stage of a project. In addition, understand the legal and contractual constraints, the effect of time and quality on the cost of a project.

#### At Level 2

Apply your knowledge to the management of project costs from inception to completion, value management techniques, risk analysis and financial evaluation.

#### At Level 3

Give reasoned advice including 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.

## Project evaluation

### SCS076

#### At Level 1

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

#### At Level 2

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

#### At Level 3

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

## Project process and procedures

### SCS077

#### At Level 1

Describe all the stages of the development process (outlined in the Code of Practice for Project Management).

#### At Level 2

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

#### At Level 3

Give reasoned advice to the client on the detailed procedures associated with the development process.

## Project strategy and control

### SCS078

#### At Level 1

Describe the principles of strategic procurement, and financial and programme monitoring of projects, including planning techniques such as Gant charts.

#### At Level 2

Assess, interpret and report upon the procurement strategies and executive and programme control of projects.

#### At Level 3

Implement the principles of executive control including procurement, strategies and programme control of projects including a good understanding of planning techniques (pert diagrams, network analysis/critical path method) and risk management, including identification/analysis/evaluation.

## Purchase, disposal and leasing

### SCS079

#### At Level 1

Demonstrate knowledge and understanding of the market and appropriate marketing skills, together with an understanding of the underlying economic factors that affect transactions.

#### At Level 2

Apply your knowledge and marketing skills to the market.

#### At Level 3

Give reasoned advice on purchase/disposal/leasing and undertake transactions from initial instruction to final completion.

## Real estate finance and funding

### SCSo80

#### At Level 1

Demonstrate knowledge and understanding of the role and importance of finance in real estate including the principle forms of investment finance and their sources.

#### At Level 2

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 3

Give reasoned advice on maximising the viability of any funding situation; appreciate the impact of real estate matters on valuation and funding; understand the impact of funding matters on the real estate market.

## Real estate management

### SCSo81

#### At Level 1

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

#### At Level 2

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

#### At Level 3

Demonstrate the ability to provide reasoned advice including the preparation and presentation of reports in relation to real estate management.

## Real estate management accounting

### SCSo82

#### At Level 1

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

#### At Level 2

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

#### At Level 3

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

## Real estate records/information systems

### SCSo83

#### At Level 1

Demonstrate knowledge and understanding of the factors required for a real estate records/information systems including the sourcing and collation of data.

#### At Level 2

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

#### At Level 3

Demonstrate the ability to extract data from a real estate records/information systems for the appropriate use and to present data for specific purposes.

## Recruitment and selection

### SCSo84

#### At Level 1

Demonstrate knowledge and understanding of the principles and practice of recruitment and selection of people including the legal and statutory framework that applies to employment and the different methods used to identify and select candidates.

#### At Level 2

Undertake a recruitment exercise including the preparation of a job description and person specification, choice of the appropriate recruitment method and selection of candidates for interview.

#### At Level 3

Interview and select candidates.

## Remote sensing

### SCSo85

#### At Level 1

Demonstrate knowledge and understanding of the principles of remote sensing.

#### At Level 2

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 3

Provide fit for purpose advice on client requirements, identify and assess specifications. Use advanced industry software and advise on data transfer and/or format.

## Research methodologies and techniques

### SCSo86

#### At Level 1

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

#### At Level 2

Demonstrate the effective and appropriate analysis and interpretation of data and other material. Demonstrate the capability to make effective use of appropriate research methodologies and techniques and the ability to link the choice of methodologies used to client requirements.

#### At Level 3

Demonstrate the effective application of the analysis and interpretation of research and demonstrate the ability to link the application of the analysis to the client requirements.

## Risk management

### SCSo87

#### At Level 1

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

#### At 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.

#### At Level 3

Give reasoned advice and implement policies to manage risk by competent management in relation to specific projects.

## Securitisation

### SCSo88

#### At Level 1

Demonstrate knowledge and understanding of the principles, valuation and process of debt and equity securitisation, including; derivatives and synthetic instruments relating to real estate.

#### At Level 2

Apply your knowledge and understanding. Identify the factors, which affect the value of securitised real estate assets (equity, debt, derivatives and synthetics) and understand the principles relating to the different structures involved, the taxation and the market and regulatory framework within which the securitised vehicles are traded.

#### At Level 3

Assist in the preparation of analysis and reports on securitised vehicles (equity, debt, derivatives and synthetics) and determine and implement appropriate investment policies.

## Selecting the project team

### SCSo89

#### At Level 1

Describe the basic criteria for the selection of a Project Team.

#### At Level 2

Identify key characteristics for the selection of consultants and contractors.

#### At Level 3

Undertake the full selection process including the appointment of consultants and/or contractors.

## Self management

### SCSo90

#### At Level 1

Have a knowledge and understanding of the principles, of self-management including time management.

#### At Level 2

Apply the methods and techniques used to assist with self/time management at work.

#### At Level 3

Evaluate your ability to achieve your objectives in a timely and effective manner at all times.

## Spatial data capture and presentation (advanced mapping)

### SCSo91

#### At Level 1

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

#### At Level 2

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

#### At Level 3

Advise on cartographic, data management and data capture, mapping specifications and survey tenders.

## Spatial Data Management and GIS

### SCSo92

#### At Level 1

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 2

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 3

Advise and assess client needs. Accordingly, define specifications including data and process modelling, customise systems, carry out advanced spacial analyses and manage data and observe data standards.

## Specification preparation

### SCSo93

#### At Level 1

Demonstrate knowledge and understanding of the requirements for and the principles of specifications.

#### At Level 2

Assess and interpret specifications.

#### At Level 3

Apply data and prepare specifications.

## Strategic real estate consultancy

### SCSo94

#### At Level 1

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 2

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

#### At Level 3

Give reasoned advice, both written and Verbally, on the principles and the application of real estate knowledge.

## Surveying land and sea

### SCS 095

#### At Level 1

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 2

Apply your knowledge, identify, plan and access survey requirement, specifications and appropriate instrumentation. Use industry standard survey and/or offshore software, understand the principles, uses and limitations of Global Navigation Satellite Systems and other navigation systems.

#### At Level 3

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

## Team working

### SCSo96

#### At Level 1

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

#### At Level 2

Work effectively as a team member in your work/business environment.

#### At Level 3

Lead/manage a team in specific situations.

## Use of the marine environment

### SCSo97

#### At Level 1

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

#### At Level 2

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

#### At Level 3

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

### SCSo98

#### At Level 1

Demonstrate knowledge and understanding of the purposes and mandatory requirements of valuations, including the methodologies and techniques used and the relevant standards and guidance.

#### At Level 2

Apply your knowledge to undertake valuations using a variety of methodologies and techniques.

#### At Level 3

Undertake complex valuations for various purposes. Provide reasoned advice to clients relating to valuation including the preparation and presentation of reports.

## Verbal communication (including presentation skills)

### SCS099

#### At Level 1

Demonstrate knowledge and understanding of the effective verbal and presentation skills including the methods and techniques that are appropriate to specific situations.

#### At Level 2

Demonstrate effective use of verbal and presentation skills in a variety of situations.

#### At Level 3

Demonstrate wide-ranging experience of using your skills effectively including giving formal presentations to clients/customers/other third parties.

## Works progress and quality management

### SCS0100

#### At Level 1

Inspect and record progress and quality of building works.

#### At Level 2

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

#### At Level 3

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

## Written and/or graphic communication

### SCS0101

#### At Level 1

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

#### At Level 2

Demonstrate the effective use of written and/or graphic skills in a variety of situations.

#### At Level 3

Demonstrate extensive experience of using your skills effectively including writing formal reports and/or the formal presentation of graphics to clients/customers/other third parties.

## Where to find help

We hope this guide has given you an overview of the APC requirements. Completing the APC carries with a lot of responsibility and commitment. However, you are not alone so if you need help during the training period contact:

The Education Officer  
Society of Chartered Surveyors  
5 Wilton Place  
Dublin 2

Phone: 01 6765500  
Fax: 01 6761412

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www.scs.ie