#### **ASSESSMENT PLAN**

#### LEVEL 6 - CHARTERED SURVEYOR APPRENTICESHIP

#### 1.0 Introduction

The Chartered Surveyor Apprenticeship will typically take 5 years to complete. It includes a BSc(Hons) degree qualification and qualification as a full chartered member of the Royal Institution of Chartered Surveyors (MRICS). The apprenticeship is applicable to any employer undertaking any of the following roles:

- Building Surveying
- Commercial Property Surveying
- Consultant (Professional) Quantity Surveying
- Consultant (Professional) Project Management
- Planning and Development Surveying
- Residential Property Surveying
- Valuation Surveying

The above roles identify the surveying pathways for the apprenticeship.

The apprenticeship has been designed by an employer working group including employers of varying sizes representing the above surveying pathways and has also included the professional body for surveying, the Royal Institution of Chartered Surveyors. The assessment process has been designed to:

- be relevant to the role of a chartered surveyor
- provide a professional qualification
- be widely recognised by the sector as a key route into the surveying profession

The apprenticeship will develop the technical, interpersonal and behavioural skills, knowledge and competence outcomes that are required for chartered surveyors to work effectively within a range of working environments.

## 2.0 The Royal Institution of Chartered Surveyors (RICS)

The RICS' legal responsibility for admitting individuals as Associate members or Members provides them with the status (as detailed below) to require the end point assessment to be carried out only by the RICS itself.

- The RICS is the professional body representing Chartered Surveyors and RICS Associate members
- The RICS has the power to admit individuals to membership of RICS under its Royal Charter and Bye Laws. In Clause 15 and specifically Clause 15(a) of the Royal Charter RICS shall prescribe or regulate as the case maybe the mode of election and admission of Chartered Members and Non- Chartered Members.
- The following is set out under Privy Council approved revised Bye-Laws detailed in the Schedule to the Order:
  - Clause B2.1 Classess of membership
  - Clause B2.2 Eligibility
  - Clause B2.3 Application procedure and
  - Clause B3.1 Use of designations

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Copies of the RICS Royal Charter and Bye-Laws can be found at www.rics.org.

#### 3.0 Summary of assessment

The assessment of the apprenticeship includes on programme assessments and a synoptic end point assessment.

#### 3.1 On programme assessment

On programme assessment will be used to monitor progress in the acquisition of knowledge, skills and experience and will include the following recommendations:

- a) A range of modules studied by either traditional face to face teaching, e learning or a blended learning approach delivered by Universities and covering the breadth and depth of the standard. Assessment will include assignments and exams. The assignments will require the production of essays, reports, completion of practical tasks and a range of calculations. The approach will build upon the established practice of Universities. Individual modules will be assessed and must be passed in accordance with standard university regulations.
- b) Completion of a diary and log book of experience gained.
- c) 3 monthly assessments of competence by a supervisor and counsellor

## 3.2 Synoptic end point assessment

The end point assessment is the final assessment for the RICS Assessment of Professional Competence (APC). This is a substantial assessment and will typically take between 3 and 6 months to complete. The APC final assessment includes:

#### > Written submissions:

- ❖ A 5500 word summary of experience
- A 3000 word case study
- ❖ A record of at least 48 hours per annum of Continuing Professional Development activities undertaken over a minimum of 2 years

#### Presentation and interview

The end point assessment requires apprentices to demonstrate that they have achieved RICS defined competencies to which the apprenticeship standards have been mapped.

#### 2.3 Assessment model

## ON PROGRAMME ASSESSMENT

BSc(Hons) in Surveying (pathway specific)

Completion of a diary and log book of experience gained over a 2 year period.

3 monthly assessments of competence



#### **END POINT ASSESSMENT**

#### **RICS APC Final Assessment**

Work based submission including:

- A 5500 word summary of experience
- A 3000 word case study
- A record of a minimum of 48
   hours per annum of
   Continuing Professional
   Development over a
   minimum of 2 years
- Presentation and interview

Assessed by the Royal Institution of Chartered Surveyors for Chartered membership

## 4.0 Assessment details

#### 4.1 On programme

Completion of a BSc(Hons) degree qualification in the relevant surveying discipline ie relating to the pathway chosen by the employer and a strong recommendation that 3 monthly work based competence assessments are completed.

Suggested on programme assessment methods could include:

- Essays and reports
- Practical tasks
- Calculations
- Tests
- Exams
- Work based assessments

Each degree module will use a range of assessment methods. The degree will be provided by Universities who have a partnership agreement with the RICS and degrees will be accredited by RICS. The modules will include the full range of the required knowledge from the standard.

It is strongly recommended and will be required for the RICS APC final assessment that:

- Apprentices undertake a minimum of a 2 year period of structured work experience and work towards attainment of the standards required for their apprenticeship and APC pathway. Full details of each pathway and the relevant competencies can be found at www.rics.org/apc.
- Apprentices and employers consult the relevant RICS APC Pathway Guide when selecting competencies.
- Apprentices are allocated a supervisor and counsellor as required by RICS for the APC.
   The counsellor must be a Member of the RICS. The supervisor and counsellor will generally be from the apprentice's employer but external supervisors and counsellors can be used.
- The supervisor assesses the apprentice's competence every three months and the counsellor makes an assessment every six months. The outcome of the assessment is recorded by the apprentice in their Log Book. The assessments require apprentices to demonstrate the required skills and behaviours.
- Assessments should be used to monitor ongoing performance of the apprentice and the training provider and employer should support the apprentice and provide guidance when required.

- Prior to each assessment apprentices should provide a summary of experience for each
   APC competence they are working towards.
- As required by the RICS APC Apprentices undertake a minimum of 48 hours of Continuing Professional Development activity each year of the period for which they are recording experience for the APC to feed into their end point assessment. However, the final year of the degree can be used towards this.

Appendix 1 provides further detail of how the skills, knowledge and behaviours are assessed by way of on programme assessment.

## 4.2 End point assessment

Apprentices will need to successfully complete and pass their BSc(Hons) degree before they are able to apply for the end point assessment. The decision as to when the apprentice is ready to take the end point assessment will be made by the apprentice's supervisor and counsellor who must confirm that they have satisfied the APC competencies for their chosen pathway.

#### 4.2.1 The nature of the end point assessment

The end point assessment is the final assessment for the RICS Assessment of Professional Competence (APC) and will assess all of the skills, knowledge and behaviours in the standard using the competencies required for chartered membership of the RICS. Appendix 2 maps the apprenticeship standards to the APC mandatory and core competencies. Apprentices must meet the RICS APC competency requirements for their chosen surveying pathway. Full details are available at <a href="https://www.rics.org">www.rics.org</a>. Where competencies are shown in Appendix 2 as meeting knowledge standards for the apprenticeship these relate to the RICS APC Level 1 for that competency. Where competencies are shown as meeting the Skills standards for the apprenticeship these relate to the RICS APC Level 2 or 3 as required or selected for the relevant APC pathway. Additional optional competencies must be chosen as required for the APC and will be used to show additional knowledge and skills for the apprenticeship standards.

Apprentices will be required to provide written submissions to the Royal Institution of Chartered Surveyors. These will include:

• Final log book developed for on programme assessment. This must show knowledge and experience for each of the APC competencies which are shown mapped to the apprenticeship standards in Appendix 2.

## • A summary of experience

The summary will include a 3000 to 4000 word summary relating to the technical competencies required by RICS for the apprentice's chosen APC pathway together with a 1000 word summary relating to the APC mandatory competencies. This will summarise the knowledge and experience the apprentice has gained over the period of the apprenticeship for each of the APC competencies which are shown mapped to the apprenticeship standards in Appendix 2.

#### A case study

The case study is an account of a project or piece of work with which the apprentice has been involved and must include a critical appraisal of the project together with an outline of the learning outcomes. The case study will comprise 3000 words and may include illustrations, calculations and plans. The case study must demonstrate the following:

- > A summary of the project and the apprentice's role and level of responsibility
- > The key issues or challenges on the project
- > The options considered, solutions identified and reasons why some options were not feasible
- > What the apprentice achieved and how this was achieved
- > A reflection and critical analysis of the apprentice's performance and the lessons learnt

The standard of presentation of the case study will be important and will form part of the assessment although a template will be provided by the RICS. The case study will provide detailed evidence of the apprentice's ability to apply knowledge in practice and will relate to a range of APC competencies for their pathway. These competencies are mapped to the apprenticeship standards in Appendix 2.

# A record of Continuing Professional Development

Apprentices will be required to submit a record of a minimum of 48 hours of Continuing Professional Development (additional learning) each year for the two years prior to the end point assessment. At least 50% of the professional development must be of a formal nature such as professional courses, seminars and online events. Apprentices will be required to identify the objective of the activity and to give a reflective account of the outcome and learning gained. The CPD record will evidence how the candidate has achieved the relevant knowledge for the APC competencies and for the apprenticeship standards.

Following the written submissions apprentices will be required to attend a final assessment interview. The interview will last for approximately one hour and will require apprentices to demonstrate that, in support of the written submissions, understanding of the knowledge and competencies gained. Apprentices will give a 10 minute presentation to the interview panel on their case study after which the panel will ask questions about this for a further 10 minutes. The panel will then question the candidate on the skills, knowledge and behaviours set out in the standard and within the relevant RICS APC competencies.

Apprentices will be required to demonstrate achievement of all the knowledge, skills and behaviours for their apprenticeship pathway by their presentation and responses to questions at the final assessment interview. The interview will be structured around the RICS APC competencies which are mapped to the apprenticeship standards in Appendix 2.

Full details of the APC together with guides and templates can be found at <a href="www.rics.org/apc">www.rics.org/apc</a>.

The end point assessment will typically take between 3 and 6 months to complete although experience for the case study may start during the period of on programme assessment.

#### 4.2.2 Assessment

The final assessment submissions and performance at the interview will be assessed by a panel comprising a minimum of two chartered surveyors (usually three), trained and selected by RICS for this role. Assessors must have undertaken RICS Assessor training. They will have no relationship with the apprentice and will provide totally independent assessment. The assessment panel will agree on the outcome of the assessment and where the panel is constituted of only two members and are unable to agree a third member will be asked to make the final judgement.

## 5.0 Quality Assurance

#### 5.1 On programme assessment

The delivery and assessment of the degree will be the responsibility of the Universities. Every university is subject to external quality assurance through the Quality Assurance Agency and must demonstrate that its meets the agency's standards (The UK Quality Code for Higher Education). The university will use a delivery team of tutors and lecturers to deliver and assess the programme. Some tutors and lecturers may be provided by employers. It will be the responsibility of the university to appoint module leaders and tutors with the right mix of skills and experience to

deliver and assess in accordance with university guidelines and who will command the credibility and respect of employers.

All degrees will be accredited by RICS. RICS operates a partnership system with UK universities within which it accredits the courses. The partnership system has been developed to ensure that students enjoy high quality teaching and are exposed to research and innovative ideas, the curriculum is highly relevant to professional practice and employers have access to high quality graduates.

All RICS courses must meet the following minimum standards

- Map against the relevant APC pathway(s) including the core technical competencies
- Meet threshold standards relating to teaching quality, employability and research/innovation

Every accredited course must appoint an academic and practitioner external examiner, one of which must be a chartered surveyor. The external examiners provide independent expert scrutiny of the courses on an annual basis. Their remit includes academic standards and assessment and ensuring courses are aligned with professional practice.

RICS meets with universities on a regular basis to consider threshold standards, external examiner reports and course development.

Any employer supporting an apprentice on this apprenticeship will be required to have an APC Candidate Training Plan in place. This training programme will demonstrate how the candidate will achieve the required skills, knowledge and competencies and the timescale for them to do this.

## 5.2 End point assessment

#### 5.2.1 Audit

RICS operate a rigorous and well established quality assurance and audit process.

Apprentices have the right to appeal against the RICS decision regarding the end point assessment. Appeals must be made in writing to the RICS.

## 5.2.2 Consistency of decisions

All RICS Associate assessors will attend training and standardisation events run by RICS to ensure consistency of decisions.

#### 6.0 Grading

The apprenticeship will not be graded as all of the end point assessment is aligned with professional registration and the RICS APC is not graded.

#### 7.0 Affordability and manageability

The approach set out above offers and affordable and scalable programme for the apprenticeship. It is anticipated that between 50 and 70 apprentices join the programme in 2015 increasing to 150 to 200 per year in later years. The overall programme will be managed by training providers or Universities appointed by employers. The end point assessment is already being operated by RICS and has the capacity to take on the additional assessments for the apprenticeship programme. Training providers and RICS have access to a large number of trained assessors (both NVQ and RICS APC) and would also have the opportunity to train additional assessors if required.

The end point assessment is undertaken in a number of locations around England and apprentices would be able to choose the location closest to them. In terms of costs the end point assessment will typically equate to around 5% of the total cost.

# APPENDIX 1 CHARTERED SURVEYOR APPRENTICESHIP RECOMMENDED ON PROGRAMME ASSESSMENT METHODS

Standard and key requirements	Assessment methods
CORE KNOWLEDGE	
CK1 Law	
CK1.1 The role of legal advisers	Degree assignment
CK1.2 Standard forms of building contract or standard forms of property agreement	Degree assignment
CK1.3 Law of property or law relating to building contracts	Degree assignment
CK2 Information management	
CK2.1 Types of information relevant to pathway	Log Book
CK2.2 Methods for providing information, data and advice	Log Book
CK 2.3 Techniques for data analysis	Log Book
CK3 Finance	

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CK3.1 Accounting principles and procedures	Log Book
CK3.2 Methods for obtaining finance	Log Book
CK3.3 Managing finance	Log Book
CK4 Health and safety	
CK4.1 Methods for meeting health and safety legislation and regulations	Log Book
CK4.2 How to ensure a safe working environment for oneself	Log Book
CK4.3 How to ensure a safe working environment for others	Log Book
CK5 Sustainability	
CK5.1 Embedding sustainability into property or construction projects	Degree assignments
CK5.2 Importance of sustainability	Degree assignments
CK5.3 Methods for influencing client behaviour	Degree assignments
CK 6 Construction Technology	
CK6.1 Complex building construction techniques and services	Degree assignments
CK6.1 Construction materials for complex buildings	Degree assignments
CK6.2 Principles of building failure in complex buildings	Degree assignments
CK7 Consultancy	
CK7.1 Client instructions	Log Book
CK7.2 Managing client relationships	Log Book
CK7.3 Reporting	Log Book
OPTIONAL KNOWLEDGE (two to be chosen)	
OK8 Applied valuation and appraisal	
OK8.1 Applied freehold valuations	Degree assignment
OK8.2 Applied leasehold valuations	Degree assignment
OK8.3 Valuation reporting and standards	Degree assignment
OK9 Building pathology	
OK9.1 Pathology of buildings	Degree assignment
OK9.2 Building defects in traditional and complex buildings	Degree assignment

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OK9.3 Remedies for building defects	Degree assignment
OK10 Property and planning law	
OK10.1 Applied land law	Degree assignment
OK10.2 Applied Landlord and tenant law	Degree assignment
OK10.3 Applied planning law	Degree assignment
OK11 Procurement and contracts	
OK11.1 Selection of appropriate procurement routes	Degree assignment
OK11.2 Selection of appropriate forms of contract	Degree assignment
OK11. Methods of tendering and negotiation and codes of practice	Degree assignment
OK12 Costing and cost planning of construction works	
OK12.1 How to quantify construction works at the various stages of a contract	Degree assignment
OK12.2 Types of pricing documents	Degree assignment
OK12.3 Valuation of construction works at various stages of the contract	Degree assignment
CORE SKILLS	
CS1 Information management	
CS1.1 Identify and agree client requirements for information	Log Book
CS1.2 Provide client reports	Log Book
CS1.3 Analyse data and information for clients	Log Book
CS2 Health and safety	
CS2.1 Agree solutions to ensure a safe and secure working environment	Log Book
CS2.2 Apply health and safety legislation and regulation	Log Book
CS2.3 Liaise with those who have or take on specific health and safety responsibilities	Log Book
CS3 Law	
CS3.1 Negotiate and agree terms for either contracts for acquisition/disposal of property, standard forms of building contracts or other property related contracts	Log Book
CS3.2 Liaise with legal advisers	Log Book

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CS3.3 Apply law in practice	Log Book
CS4 Construction Technology	
CS4.1 Apply construction technology in your area of practice	Log Book
CS4.2 Identify construction materials in complex buildings	Log Book
CS4.3 Provide advice to clients relating to construction technology	Log Book
CS5 Consultancy	
CS5.1 Assist in agreeing client instructions	Log Book
CS5.2 Provide client reports	Log Book
CS5.3 Manage client instructions from engagement to completion	Log Book
OPTIONAL SKILLS (two to be chosen)	
CS6 Valuation and appraisal	
CS6.1 Prepare valuations for a range of formal purposes	Log Book
CS6.2 Prepare valuations for appraisal purposes	Log Book
CS6.3 Provide reports relating to valuation for clients	Log Book
CS7 Building surveys	
CS7.1 Undertake building surveys for a range of purposes	Log Book
CS7.2 Analyse the results of tests relating to building defects	Log Book
CS7.3 Provide advice and recommendations to clients	Log Book
CS8 Property and planning law (apply the following to at least two of property, landlord and tenant and planning)	
CS8.1 Negotiate solutions relating to legal issues	Log Book
CS8.2 Prepare reports on legal matters	Log Book
CS8.3 Provide advice to clients	Log Book
CS9 Tendering and procurement	
CS9.1 Implement a range of procurement routes	Log Book
CS9.2 Agree a range of construction contracts	Log Book
CS9.3 Manage the tendering and estimating process	Log Book
CS10 Costing and cost planning of construction works	

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CS10.1 Advise on appropriate methods of measurement and costing	Log Book
CS10.2 Select appropriate pricing documents	Log Book
CS10.3 Negotiate and agree the valuation of construction works at various stages of a construction project	Log Book

BEHAVIOURS  B1 Provide a high standard of service  B1.1 Provide the best possible advice to clients  Log Book  B1.2 Manage a client instruction  Log Book  B1.3 Provide high quality reports to clients  Log Book  B2 Act in a way that promotes trust in the profession  B2.1 Promote yourself and your firm or organisation in a positive way  Log Book  B2.2 Promote the RICS  Log Book  B2.3 Be an ambassador for your organisation and the RICS  Log Book  B3.4 Act with integrity  B3.1 Respect confidential information  Log Book  B3.2 Deal with conflicts of interest appropriately  Log Book  B4.2 Consider business practices  B4.1 Consider business practices  Log Book  Log Book	Standard and key requirements	Assessment methods
B1.1 Provide the best possible advice to clients  B1.2 Manage a client instruction  B1.3 Provide high quality reports to clients  B2 Act in a way that promotes trust in the profession  B2.1 Promote yourself and your firm or organisation in a positive way  B2.2 Promote the RICS  B2.3 Be an ambassador for your organisation and the RICS  B3 Act with integrity  B3.1 Respect confidential information  B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  B4 Treat others with respect  B4.1 Consider cultural sensitivities  B4.2 Consider business practices  Log Book  Log Book  Log Book	BEHAVIOURS	
B1.2 Manage a client instruction  B1.3 Provide high quality reports to clients  B2 Act in a way that promotes trust in the profession  B2.1 Promote yourself and your firm or organisation in a positive way  B2.2 Promote the RICS  B2.3 Be an ambassador for your organisation and the RICS  B3 Act with integrity  B3.1 Respect confidential information  B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  B4 Treat others with respect  B4.1 Consider cultural sensitivities  B4.2 Consider business practices  Log Book  Log Book  Log Book	B1 Provide a high standard of service	
B1.3 Provide high quality reports to clients  B2 Act in a way that promotes trust in the profession  B2.1 Promote yourself and your firm or organisation in a positive way  B2.2 Promote the RICS  B2.3 Be an ambassador for your organisation and the RICS  B3 Act with integrity  B3.1 Respect confidential information  Log Book  B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  Log Book  B4 Treat others with respect  B4.1 Consider cultural sensitivities  Log Book  B4.2 Consider business practices  Log Book	B1.1 Provide the best possible advice to clients	Log Book
B2 Act in a way that promotes trust in the profession  B2.1 Promote yourself and your firm or organisation in a positive way  B2.2 Promote the RICS  B2.3 Be an ambassador for your organisation and the RICS  B3 Act with integrity  B3.1 Respect confidential information  Log Book  B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  Log Book  B4 Treat others with respect  B4.1 Consider cultural sensitivities  Log Book  B4.2 Consider business practices  Log Book	B1.2 Manage a client instruction	Log Book
B2.1 Promote yourself and your firm or organisation in a positive way  B2.2 Promote the RICS  B2.3 Be an ambassador for your organisation and the RICS  B3 Act with integrity  B3.1 Respect confidential information  B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  B4.1 Consider cultural sensitivities  B4.2 Consider business practices  Log Book  Log Book  Log Book  Log Book	B1.3 Provide high quality reports to clients	Log Book
B2.2 Promote the RICS  B2.3 Be an ambassador for your organisation and the RICS  B3 Act with integrity  B3.1 Respect confidential information  B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  B4.1 Consider cultural sensitivities  B4.2 Consider business practices  Log Book  Log Book  Log Book  Log Book	B2 Act in a way that promotes trust in the profession	
B2.3 Be an ambassador for your organisation and the RICS B3 Act with integrity  B3.1 Respect confidential information  B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  B4.1 Consider cultural sensitivities  B4.2 Consider business practices  Log Book  Log Book  Log Book  Log Book  Log Book	B2.1 Promote yourself and your firm or organisation in a positive way	Log Book
B2.3 Be an ambassador for your organisation and the RICS B3 Act with integrity  B3.1 Respect confidential information  B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  B4.1 Consider cultural sensitivities  B4.2 Consider business practices  Log Book  Log Book  Log Book  Log Book	B2.2 Promote the RICS	Log Book
B3 Act with integrity  B3.1 Respect confidential information  B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  Log Book  B4 Treat others with respect  B4.1 Consider cultural sensitivities  Log Book  B4.2 Consider business practices  Log Book	B2.3 Be an ambassador for your organisation and the RICS	
B3.2 Deal with conflicts of interest appropriately  B3.3 Act consistently in the public interest  Log Book  B4 Treat others with respect  B4.1 Consider cultural sensitivities  Log Book  B4.2 Consider business practices  Log Book		3
B3.3 Act consistently in the public interest  B4 Treat others with respect  B4.1 Consider cultural sensitivities  B4.2 Consider business practices  Log Book  Log Book	B3.1 Respect confidential information	Log Book
B4 Treat others with respect  B4.1 Consider cultural sensitivities  Log Book  B4.2 Consider business practices  Log Book	B3.2 Deal with conflicts of interest appropriately	Log Book
B4.1 Consider cultural sensitivities Log Book  B4.2 Consider business practices Log Book	B3.3 Act consistently in the public interest	Log Book
B4.2 Consider business practices Log Book	B4 Treat others with respect	
	B4.1 Consider cultural sensitivities	Log Book
	B4.2 Consider business practices	Log Book
1 D4.3 Treat clients and others with courtesy, respect and politeness   Log Dook	B4.3 Treat clients and others with courtesy, respect and politeness	Log Book
B5 Take responsibility		
B5.1 Always act with skill, care and diligence Log Book	B5.1 Always act with skill, care and diligence	Log Book
B5.2 Deal with complaints appropriately Log Book	B5.2 Deal with complaints appropriately	Log Book
B5.3 Act in a professional manner at all times Log Book	B5.3 Act in a professional manner at all times	Log Book



#### **APPENDIX 2**

#### END POINT ASSESSMENT - MAPPING OF RICS APC COMPETENCIES TO APPRENTICESHIP STANDARDS

Note: Apprentices must meet the RICS APC competency requirements for their chosen surveying pathway. Full details are available at <a href="www.rics.org">www.rics.org</a>. Where competencies are shown below as meeting Knowledge standards for the apprenticeship these relate to the RICS APC Level 1 for that competency. Where competences are shown as meeting the Skills standards for the apprenticeship these relate to the RICS APC Level 2 or 3 as required or selected for the relevant APC pathway. Additional optional competencies must be chosen as required for the APC and will be used to show additional knowledge and skills for the apprenticeship standards.

## PART A - MANDATORY APC COMPETENCIES (required for all Apprenticeship Pathways)

## Mapping to knowledge standards

APC COMPETENCY	KNOW	KNOWLEDGE												
Refer to APC pathway guide at www.rics.org/apc	CORE	KNOWLEDGE					OPTIONAL KNOWLEDGE (choose 2)							
for full competency details	Law	Information management	Finance	Health and Safety	Sustaina bility	Construction Technology	Consultancy	Applied valuation & appraisal	Building pathology	Property and planning law	Procurem ent and contracts	Costing & cost planning		
Communication and negotiation							*							
Health and safety				*										
Accounting principles and procedures			*											
Business planning	*		*											
Data management		*												
Sustainability					*	*								
Teamworking							*							

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# Mapping to skills standards

APC COMPETENCY	SKILLS										
Refer to APC pathway guide at www.rics.org/apc	CORE SKILLS					OPTIONAL SI	KILLS (cho	ose two)			
for full competency details	Information management	Health and safety	Construction technology	Law	Consultancy		Valuation & appraisal	Building surveys	Property and planning law	Tendering and procurement	Costing & cost planning
Communication and negotiation					*						
Health and safety		*									
Accounting principles and procedures	*						*				
Business planning	*			*							
Data management	*						*	*	*	*	*
Sustainability			*		*		*	*	*	*	*
Teamworking					*						

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# Mapping to behaviours

Refer to APC pathway guide at www.rics.org/apc	BEHAVIOURS				
for full competency details	Provide a high standard of service	Act in a way that promotes trust	Act with integrity	Treat others with respect	Take responsibility
Conduct, rules, ethics and professional practice	*	*	*	*	*
Client care	*	*	*	*	*
Conflict avoidance, management and dispute resolution	*	*	*	*	*
Communication and negotiation	*	*	*	*	*
Teamworking	*	*	*	*	*

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#### PART B - SURVEYING PATHWAYS - CORE APC COMPETENCIES

Note: Apprentices must meet the RICS APC competency requirements for their chosen surveying pathway. Full details are available at <a href="www.rics.org">www.rics.org</a>. Where competencies are shown below as meeting Knowledge standards for the apprenticeship these relate to the RICS APC Level 1 for that competency. Where competences are shown as meeting the Skills standards for the apprenticeship these relate to the RICS APC Level 2 or 3 as required or selected for the relevant APC pathway. Additional optional competencies must be chosen as required for the APC and will be used to show additional knowledge and skills for the apprenticeship standards.

## **Building Surveyors - knowledge requirements**

APC COMPETENCY	KNOW	LEDGE										
Refer to APC pathway guide at www.rics.org/apc	CORE	KNOWLEDGE					OPTIONAL KNOWLEDGE (choose 2)					
for full competency details	Law	Information management	Finance	Health and Safety	Sustaina bility	Construction Technology	Consultancy	Applied valuation & appraisal	Building pathology	Property and planning law	Procurem ent and contracts	Costing & cost planning
Building pathology		*			*	*	*		*			
Construction technology and environmental services					*	*	*		*			
Contract administration	*		*				*				*	
Design and specification				*	*	*	*					
Inspection		*				*	*		*			
Legal/regulatory compliance	*				*	*	*		*			

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# **Building surveyors - skills requirements**

APC COMPETENCY	SKILLS									
AI C COMI LILINCI	SKILLS									
Refer to APC pathway	CORE SKILLS					OPTIONAL SI	KILLS (cho	ose two)		
guide at <u>www.rics.org/apc</u>								·		
for full competency details	Information management	Health and safety	Construction technology	Law	Consultancy	Valuation & appraisal	Building surveys	Property and planning law	Tendering and procurement	Costing & cost planning
Building pathology	*	*	*	*	*		*			
Construction technology and environmental services			*	*	*		*			
Contract administration	*			*	*				*	
Design and specification		*	*	*	*		*			
Inspection	*	*	*	*	*		*			
Legal/regulatory compliance	*	*		*	*		*		*	

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# Commercial Property and Valuation Surveyors - knowledge requirements

APC COMPETENCY	KNOW	IOWLEDGE											
Refer to APC pathway guide at www.rics.org/apc	CORE	KNOWLEDGE				OPTIONAL KNOWLEDGE (choose 2)							
for full competency details	Law	Information management	Finance	Health and Safety	Sustaina bility	Construction Technology	Consultancy	Applied valuation & appraisal	Building pathology	Property and planning law	Procurem ent and contracts	Costing & cost planning	
Inspection		*				*	*	*		*			
Measurement		*				*	*	*					
Valuation			*				*	*		*			

# Commercial Property and Valuation Surveyors - skills requirements

APC COMPETENCY	SKILLS	
Refer to APC pathway	CORE SKILLS	OPTIONAL SKILLS (choose two)

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guide at <a href="www.rics.org/apc">www.rics.org/apc</a> for full competency details	Information management	Health and safety	Construction technology	Law	Consultancy	Valuation & appraisal	Building surveys	Property and planning law	Tendering and procurement	Costing & cost planning
Inspection	*	*	*	*	*	*		*		
Measurement	*				*	*				
Valuation	*				*	*		*		

# Consultant (Professional) Project Management Surveyor - knowledge requirements

APC COMPETENCY	KNOW	LEDGE										
Refer to APC pathway guide at www.rics.org/apc	CORE	KNOWLEDGE						OPTIONAL	KNOWLEDGE	(choose 2)		
for full competency details	Law	Information management	Finance	Health and Safety	Sustaina bility	Construction Technology	Consultancy	Applied valuation & appraisal	Building pathology	Property and planning law	Procurem ent and contracts	Costing & cost planning
Contract practice	*		*								*	
Managing people							*					
Procurement and tendering	*										*	
Programming and planning		*	*					*				*
Construction technology and environmental services		*		*	*	*						
Leadership							*					

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Project administration	*	*			*		*	*
Project process and procedures	*	*	*				*	*
Risk management	*		*				*	*

# Consultant (Professional) Project Management Surveyor - skills requirements

APC COMPETENCY	SKILLS									
Refer to APC pathway guide at www.rics.org/apc	CORE SKILLS					OPTIONAL SI	KILLS (cho	ose two)		
for full competency details	Information management	Health and safety	Construction technology	Law	Consultancy	Valuation & appraisal	Building surveys	Property and planning law	Tendering and procurement	Costing & cost planning
Contract practice	*			*	*				*	
Managing people	*			*	*					
Procurement and tendering	*			*	*				*	
Programming and planning	*			*	*					*
Construction technology and environmental	*	*	*	*	*					

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services								
Leadership	*			*				
Project administration	*	*	*	*				*
Project process and procedures	*	*	*	*				*
Risk management	*	*	*	*			*	*

# Consultant (Professional) Quantity Surveyors - knowledge requirements

APC COMPETENCY	KNOW	LEDGE										
Refer to APC pathway	CORE	KNOWLEDGE						OPTIONAL	KNOWLEDGE	(choose 2)		
guide at <u>www.rics.org/apc</u>												
for full competency	Law	Information	Finance	Health	Sustaina	Construction	Consultancy	Applied	Building	Property	Procurem	Costing
details		management		and	bility	Technology		valuation	pathology	and	ent and	& cost
				Safety				&		planning	contracts	planning
								appraisal		law		
Design economics and		*	*		*	*						*
cost planning												
Contract practice	*										*	
Construction technology					*	*						
and environmental												

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services								
Procurement and tendering	*		*				*	*
Project financial control and reporting		*	*					*
Quantification and costing of construction works		*						*

# Consultant (Professional) Quantity Surveyors - skills requirements

APC COMPETENCY	SKILLS									
Refer to APC pathway guide at www.rics.org/apc	CORE SKILLS					OPTIONAL SI	KILLS (cho	ose two)		
for full competency details	Information management	Health and safety	Construction technology	Law	Consultancy	Valuation & appraisal	Building surveys	Property and planning law	Tendering and procurement	Costing & cost planning
Design economics and cost planning	*	*	*	*	*					*
Contract practice	*			*	*				*	

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Construction technology	*	*	*	*	*				
and environmental									
services									
Procurement and	*			*	*			*	
tendering									
Project financial control	*				*				*
and reporting									
Quantification and	*				*			*	*
costing of construction									
works									
			1		1				

# Planning and Development Surveyors - knowledge requirements

APC COMPETENCY	KNOW	LEDGE										
Refer to APC pathway guide at <a href="https://www.rics.org/apc">www.rics.org/apc</a>		KNOWLEDGE						OPTIONAL	KNOWLEDGE	(choose 2)		
for full competency details	Law	Information management	Finance	Health and Safety	Sustaina bility	Construction Technology	Consultancy	Applied valuation & appraisal	Building pathology	Property and planning law	Procurem ent and contracts	Costing & cost planning

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Development appraisals		*	*		*	*	*	*	
Planning	*				*	*		*	
Legal/regulatory compliance	*			*	*	*		*	
Valuation			*				*	*	
Mapping		*							
Measurement of land and property		*							

# Planning and Development Surveyors - skills requirements

APC COMPETENCY	SKILLS	
Refer to APC pathway	CORE SKILLS	OPTIONAL SKILLS (choose two)

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guide at <u>www.rics.org/apc</u>	Information	Health	Construction	Law	Consultancy	Valuation &	Building	Property and	Tendering and	Costing &
for full competency details	management	and safety	technology			appraisal	surveys	planning law	procurement	cost planning
ucturis		Juicty								
Development appraisals	*			*	*	*		*		
					*			*		
Planning				*	*			*		
Legal/regulatory	*	*		*	*			*		
compliance										
Compliance										
Valuation	*			*	*	*				
Mapping	*				*					
Measurement	*				*	*				
Measurement										
			1			1			1	

# Residential Surveyors - knowledge requirements

APC COMPETENCY	KNOWLEDGE		
APC COMPETENCY	KNUWLEDGE		

Refer to APC pathway	CORE KNOWLEDGE								OPTIONAL KNOWLEDGE (choose 2)						
guide at <u>www.rics.org/apc</u>	Lave	lufarmatian	l Finance	Haalah	Custaina	Canataniation	Consultanav	Ammliad	م منامانه م	Duanautu	Draguran	Castina			
for full competency details.	Law	Information management	Finance	Health and Safety	Sustaina bility	Construction Technology	Consultancy	Applied valuation &	Building pathology	Property and planning	Procurem ent and contracts	Costing & cost planning			
Choose 5 from list below								appraisal		law		P			
Housing aid and advice			*					*							
Housing maintenance,	*				*	*			*		*				
repair and															
improvements															
Housing strategy and	*		*		*										
provision															
Inspection		*			*	*			*						
Leasing/letting	*		*					*		*					
Measurement of land		*													
and property															
Purchase and sale	*							*		*					
Valuation		*	*					*							

# Residential Surveyors - skills requirements

APC COMPETENCY	SKILLS											
Refer to APC pathway guide at www.rics.org/apc	CORE SKILLS					OPTIONAL SKILLS (choose two)						
for full competency details Choose 5 from list below	Information management	Health and safety	Construction technology	Law	Consultancy	Valuation & appraisal	Building surveys	Property and planning law	Tendering and procurement	Costing & cost planning		
Housing aid or advice	*			*	*	*		*				
Housing maintenance, repair and improvements	*	*	*	*	*		*					
Housing management and policy	*			*	*	*		*				
Housing strategy and provision	*			*	*			*				
Inspection	*	*	*	*	*		*					
Leasing/letting	*			*	*	*		*				
Measurement	*				*		*					
Purchase and sale	*			*	*	*		*				
Valuation	*				*	*						

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