

Applicants are required to attach a description of experience of duties commensurate with those of a Building Surveyor:

Employed on a fulltime basis for a minimum of 2 years (or the equivalent on a part time basis) in the last 10 years, with appropriate experience in each of the following areas:

- 1. Construction Technology including Building Pathology,*
- 2. Condition surveys and Building Measurement*
- 3. Building Control Regulations, Building Regulations and Planning Acts/Regulations.*

*And, at least **one** of the following areas:*

- 4. Design and specifications,*
- 5. Building services,*
- 6. Health & Safety regulations,*
- 7. Contract Administration / costing,*
- 8. Project Management,*
- 9. Other specialisation e.g. sustainability, energy rating, fire safety, asset management conservation*
- 10. Such other experience as may be considered appropriate by the admissions board*

OR

*Can demonstrate particular specialised knowledge in any **one** of these areas in recent years with prior experience in other areas*

Suggested guidance notes for supplying supporting evidence of appropriate experience for application Registration as a Building Surveyor

Please read these guidance notes carefully before completing and submitting your application as failure to do so might delay the assessment process.

The admissions Board is seeking to evaluate *your* appropriate experience. You should write in the first person: “I not WE” as you are required to demonstrate your specific experience.

You are required to provide evidence from the areas listed above to gain building surveyor registration. It should be noted that it is an offence to use the term ‘building surveyor’ (either alone or in combination with any other words or letters) under the Building Control Act and an offence in this regard can carry a fine of up to €5,000 or imprisonment for a term of up to 12 months or both.

The table set out below gives some suggestions as to what evidence you might consider providing; however, these suggestions are not exhaustive and if you feel that you have other examples, please use them. Please familiarise yourself with this so that you can get a general understanding of what is likely to be expected

It is recommended that applicants present their evidence of appropriate experience in a logical format which addresses their knowledge of the particular competency, their experience of application of that knowledge with reference to specific projects and clarify their personal involvement with the project and competency under consideration. Personal involvement should demonstrate a reasoned application of knowledge in a manner that provides an understanding of the issues presenting and identification of solutions where challenges and problems arise. An example of a format is indicated in appendix A.

Please keep your answers as concise as possible in order to show appropriate examples.

Remember that the Panel do not know you or your history and can not read between the lines; nor will they understand company acronyms, jargon or abbreviations.

Professional Experience

Examples of professional capabilities for BS Registration applications

Obligatory competence	Professional experience	
<p>1 Construction Technology, including Building Pathology</p>	<p>Applicants should be able to demonstrate application of knowledge in this area and give reasoned and appropriate advice. This should include the ability to demonstrate a collection of factual information in Construction Technology and Building Pathology</p> <p>Describe how you demonstrated and applied the experience gained in construction technology by citing examples of how you provided solutions to issues affecting these areas. Show how you applied your knowledge to comply with specific situations within your area of operation and practice. Describe your role in the selection and application of particular solutions to construction processes and problems within your area of experience.</p> <p>Demonstrate your experience when encountering building defects with examples of problems in relation to building pathology. Show how you influenced solutions by undertaking inspections and surveys and other information to diagnose the cause and mechanisms of failure or how you applied your knowledge to assess the condition of buildings including the preparation of reports. Give examples of experience in this area e.g. reasoned advice given in relation to these areas. Describe your involvement e.g. during an inspection or identification of defects or restoration process. Describe your knowledge/experience in relation to rectification, repair and improvement</p>	
<p>Obligatory competence 2 Condition surveys and Building Measurement</p>	<p>Applicants should be able to demonstrate application of appropriate knowledge and experience in this area and give reasoned and appropriate advice.</p> <p>Provide evidence of condition surveys and measured surveys and how you prepared and presented reports in relation to your area of practice. Show how you demonstrated and applied knowledge and understanding of Condition surveys and building measured surveys giving reasoned and appropriate advice.</p>	

<p>Obligatory competence</p> <p>3 Building Control Regulations, Building Regulations and Planning Acts/Regulations.</p>	<p>Applicants should be able to demonstrate application of a sound knowledge base in relation to the built environment regulatory requirements and give reasoned and appropriate advice.in respect of these regulations:</p> <p>Describe your role in relation to the achievement of performance compliance with Building Control and Building Regulations and standards e.g. show how your liaison with specialists consultants, clients and contractors contributed to solutions to new and/or existing buildings or how you undertook building inspections at stages of work in progress in order to assess compliance with building control and other related regulations and legislation and the implementation measures necessary to ensure public safety including e.g. Fire Safety, Disability Access, and Energy performance compliance with all aspects of the Building Regulations and related regulations Demonstrate experience of assessing development projects in the context of appropriate Acts and regulations as they apply to projects Give examples of your role in applications for planning approvals and/or advice in relation to compliance or exemptions from Planning regulations.</p>	
<p>At Least One from the following Options</p>		
<p>4 Design and Specifications</p>	<p>Applicants should be able to demonstrate the application of design principles and details and provision of specifications appropriate to the projects under consideration and give reasoned and appropriate advice in this area:</p> <p>Provide examples of your experience in the area of design and construction. Show how your liaison with specialists, contractors and consultants in this area was used to develop “project-specific” design and construction solutions applying to new and/or existing buildings. Show how you demonstrated your experience of the main factors that affect design economics over the whole life of a building. Examples can include a range of projects including restoration and repair. Examples of specifications can include a material, product, or service showing detailed information on the materials or works to be provided covering material use, limitations, compliance with regulations and acceptable codes of practice.</p>	
<p>5 Building Services</p>	<p>Applicants should be able to demonstrate an application of a detailed understanding of service</p>	

	<p>provision in relation to projects undertaken and give reasoned and appropriate advice in this area:</p> <p>Demonstrate examples or reference to reports, recommendations and specific experience of the implementation of Building Services design, installation and/or assessment in a manner that evidences an appropriate level of experience. This may include internal and external plumbing and drainage installations, renewable technologies and ventilation, ICT installations, life safety systems etc.</p>	
<p>6 Health and Safety Regulations</p>	<p>Applicants should be able to demonstrate an application of a sound knowledge base in relation health and safety legislation and standards governing the built environment and give reasoned and appropriate advice on Health & Safety Regulations.</p> <p>Describe your role in relation to the application of legislative responsibilities, codes of practice and other Safety, Health and Welfare at Work Acts and Regulations. Provide examples of practical application of health and safety matters and the requirements for compliance, in your area of experience or practice. Provide evidence of reasoned advice given to clients and others on all aspects of health and safety, including undertaking risk assessments, statutory appointments (e.g. PSDP, PSCS, Construction regulation responsibilities and duties), statutory standards, statutory duties and requirements, particularly related to the built environment.</p>	
<p>7 Contract Administration & Costing</p>	<p>Applicants should be able to demonstrate application of knowledge base in relation to contract administration and cost control and give reasoned and appropriate related advice:</p> <p>Show how you demonstrated your knowledge and understanding of the main factors that affect Contract Administration and costing. This may include your knowledge and understanding of how cost planning assists in the financial control of projects during the design development stage or show how you can demonstrate knowledge and experience of the main types of procurement e.g. tendering and negotiation processes involved in project procurement, contract types including specific use of contract clauses and application of contract procedures to specific projects in appropriate manner.</p> <p>Give examples of how you applied your knowledge to the cost management of design</p>	

	development on a project, outlining procedures and documentation through to completion.	
8 Project Management	<p>Applicants should be able to demonstrate an application of a sound knowledge of project management techniques and practice and give reasoned and appropriate related advice.</p> <p>Show how you carried out your role as a project manager and demonstrated appropriate experience of project management skills in the planning or execution of a project in the area of construction/property related project.</p> <p>Describe how you applied your knowledge and understanding of managing the process in relation of achieving optimum outcomes regarding time, cost and quality and its relevance to the project key stakeholders.</p> <p>Describe your knowledge of, or involvement in, managing people e.g. Clients, colleagues, stakeholders, other parties or staff in relation to achieving a successful outcome. You may wish to highlight any project systems or tools used to monitor and evaluate the project outcomes (e.g. progress charts, Gantt charts, pert diagrams, network analysis/critical path method etc used (if applicable) in order to achieve a successful project outcome.</p>	

<p>9 Other specialisation e.g. sustainability, energy rating, fire safety, asset management, conservation</p>	<p>Applicants should be able to demonstrate an application of a specialist knowledge in one of the following related areas and give reasoned and appropriate related advice: <i>Examples include:</i></p> <p>Energy performance of buildings: - Demonstrate experience of assessing buildings for energy performance and sustainable technology. Provide examples of your experience in the application of e.g. DEAP, NEAP, SBEM etc. demonstrate reasoned and specialist advice to clients and other stakeholders.</p> <p>Sustainability -Show how you contributed to understanding of the importance of sustainable management of the built environment – Examples use of EIA, SEA, BREEAM & LEED etc. SUDS C&D Waste, Pollution reduction etc</p> <p>Fire Safety -Provide examples of specialist experience e.g. in the application of Fire Safety Certificates, fire safety assessments etc</p> <p>Asset Management: e.g., Show how you developed and managed asset Management plans and optimised the performance of infrastructural projects</p> <p>Conservation show how you demonstrated a specialist role in the design construction or maintenance and upkeep of a historically significant structure and show how you applied and demonstrated a capacity to access, interpret and apply the specialist skills, advice and services of others involved in a conservation related role.</p>	
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10 Such other experience as may be considered appropriate by the admissions board

OR

11 Can demonstrate particular specialised knowledge in any **one** of these areas in recent years with prior experience in other areas

2. Condition surveys and Building Measurement Obligatory

Year (when the project occurred) and approximate duration	Name/ brief description and location of project	Details of role influence and impact demonstrated by applicant

3. Building Control Regulations, Building Regulations and Planning Acts/Regulations (Obligatory)

Year (when the project occurred) and approximate duration	Name/ brief description and location of project	Details of role influence and impact demonstrated by applicant
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5. (Optional) Building Services		
Year (when the project occurred) and approximate duration	Name/ brief description and location of project	Details of role and influence demonstrated by applicant

6.. (Optional) Health and Safety Regulations		
Year (when the project occurred) and approximate duration	Name/ brief description and location of project	Details of role influence and impact demonstrated by applicant

7.. (Optional) Contract Administration & Costing		
Year (when the project occurred) and approximate duration	Name/ brief description and location of project	Details of role, influence and impact demonstrated by applicant

8.. (Optional) Project Management		
Year (when the project	Name/ brief description and location of project	Details of role, influence and impact demonstrated by applicant

10 Such other experience as may be considered appropriate by the admissions board

Year (when the project occurred) and approximate duration	Name/ brief description and location of project	Details of role, influence demonstrated by applicant

OR

11. Can demonstrate particular specialised knowledge in any **one** of these areas in recent years with prior experience in other areas