



Building Consultants
Accreditation Pty Ltd

**ACCREDITATION FOR
BUILDING DESIGNERS
IN NEW SOUTH WALES**

ACCREDITATION MANUAL

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This document is to be read in conjunction with the Competency Standards for the Provision of Building Design Services

INTRODUCTION

Building Consultants Accreditation Pty. Ltd. in association with the Building Designers Association of New South Wales Inc. recommends that an accreditation scheme (the scheme) be set in place to measure the professional competencies of all providers of building design services and that these individual providers become accredited and maintain their accreditation by engaging in Continued Professional Development (CPD), have a level of Professional Indemnity Insurance (PI) commensurate with their level of industry participation and engage in a system of industry Best Practice (BP) within their design practice. The scheme should then be administered by the State Government's Building Professionals Board (BPB) in relation to any matters relating to misconduct and other legislative obligations.

LEVELS OF ACCREDITATION

Building Consultants Accreditation Pty. Ltd. recommends that accreditation be issued in three categories as follows:

LOW RISE ACCREDITATION

Scope of Work

- The design and documentation of Class 1 & 10 buildings as defined by the Building Code of Australia
- The design and documentation of Class 2 buildings up to a maximum of two storeys (not including levels below ground provided for car parking or storage, or both, and which do not protrude more than 1.2 metres above finished ground level at any point)
- The design and documentation of Class 3-9 buildings of conventional construction up to and including three storeys (not including levels below ground provided for car parking or storage, or both, and which do not protrude more than 1.2 metres above finished ground level at any point)

LOW RISE ACCREDITATION (Residential Only)

Scope of Work

- The design and documentation of Class 1 & 10 buildings as defined by the Building Code of Australia

MEDIUM RISE ACCREDITATION

Scope of Work

- The design and documentation of Class 1 & 10 buildings as defined by the Building Code of Australia.
- The design and documentation of Class 2 buildings up to a maximum height of 25 metres (not including levels below ground provided for car parking or storage, or both).
- The design and documentation of Class 3-9 buildings of conventional construction up to a maximum height of 25 metres (not including levels below ground provided for car parking or storage, or both).

UNRESTRICTED ACCREDITATION

Scope of Work

- All buildings of all classes and complexity.

COMPETENCIES

Building Consultants Accreditation Pty. Ltd. recommends that the assessment process for accreditation be based on competencies, as promoted by the Australian National Training Authority (ANTA) and in conjunction with the BCA Competency Standards (the Standard).

It is prescribed that a recognised independent body be used to accredit building designers. To this end, Building Consultants Accreditation Pty. Ltd. was formed.

ASSESSMENT PROCESS

Building Consultants Accreditation Pty. Ltd. prescribes an assessment model using three types of assessment, commensurate with the level of qualifications and experience of the applicant. This model is applicable to all three categories of Accreditation.

ASSESSMENT PROCESS	REQUIREMENTS
Type A	Experience in the building design industry, within the Scope of Work, in accordance with Table 4.1 (minimum 3 years), plus Prescribed Educational Qualification. Portfolio submission required.
Type B	Experience in the building design industry beyond the Scope of Work, in accordance with Table 4.1 (minimum 5 years), plus Prescribed Educational Qualification. Portfolio submission required.
Type C	Experience in the building design industry within or beyond the Scope of Work, in accordance with Table 4.1 (minimum 7 years), and no Prescribed Educational Qualification. Portfolio submission required. Interview, written test and/or assignment may be required.

1. COMPETENCY ASSESSMENT PROCESS

The accreditation process is to consist of a series of interrelated processes, which the applicant must undergo to achieve a positive result. The processes are described below and how they relate in the assessment process is illustrated in the accompanying flow chart.

This assessment process may be utilized in the accreditation for new applicants or for those applying for an upgraded class of accreditation.

2. ASSESSMENT

Assessment under this package relates to three main categories of accreditation: “Low Rise”; “Low Rise – Residential Only”; “Medium Rise” and “Unrestricted”.

A successful applicant must demonstrate competence in each prescribed unit from the Standard to a level which ensures that the applicant possesses sufficient knowledge and skills to provide a professional and ethical service and a product to accepted industry practice at the level of Accreditation sought. Each unit is to be specifically addressed, whether it pertains to the submitted projects or not.

The assessment must be designed and conducted with cognizance of the Scope of Work allowed under the category of accreditation, which is the subject of the application.

All Low Rise (i.e. Assessment Processes 1a, 1b, 1c) as well as Assessment Processes 2a and 3a may be assess by an Assessor (or Assessors) appointed by Building Consultants Accreditation Pty. Ltd. All other applications will be assessed by an Assessment Panel.

3. ASSESSMENT PANELS

Assessment will be carried out by an assessment panels consisting of:

- a) One accredited workplace assessor (as chair)
- b) Two building designers highly experienced in the relevant scope of work
- c) One other panel member from a related field, either professional or academic, capable of assessing design and technical skills.

The panel will be appointed by, be responsible to, and report directly to Building Consultants Accreditation Pty. Ltd.

4. PRESCRIBED EDUCATIONAL QUALIFICATION

Educational courses and resulting qualifications are approved from time to time. Current approved courses relating to assessment of building designers are:

BD - Low Rise -	Diploma in Architectural Technology, or Approved Equivalent .
BD - Medium Rise -	Advanced Diploma in Architectural Technology, or Approved Equivalent.
BD - Unrestricted -	Bachelor of Built Environment, BSc. (Architecture) or Approved Equivalent.

Assessors have the discretion to accept other qualifications if they consider them appropriate to the category of certification being sought.

5. PRESCRIBED EXPERIENCE COMPONENT

Applicants are required to have a minimum number of years experience in the building design industry as per Table 4.1.

	PRESCRIBED QUALIFICATION		NO PRESCRIBED QUALIFICATION	
	Within Scope of Work Experience	Beyond Scope of Work Experience	Within Scope of Work Experience	Beyond Scope of Work Experience
LOW RISE	3	5	7	9
MEDIUM RISE	5	7	9	11
UNRESTRICTED	7	9	11	13
	TYPE A ASSESSMENT	TYPE B ASSESSMENT	TYPE C ASSESSMENT	TYPE C ASSESSMENT

TABLE 4.1 PRESCRIBED EXPERIENCE (YEARS)

6. RELEVANT EXPERIENCE

Relevant experience is defined as experience in the Scope of Work being applied for. Relevant experience is specific experience, of a design and technical nature, gained under the direction of a building designer or architect or as a self-employed Building Designer, or other experience which the Assessment Panel deems to be the equivalent.

7. WORK EXAMPLES

Applicants with relevant experience are required to submit examples of work they have authored. The examples must be accompanied by a written report explaining the full nature and extent of the applicant's involvement in the work.

8. COMPETENCY ASSESSMENT

Competency assessment must be carried out by a Registered Training Organisation (RTO) or other approved body in accordance with the national assessment principles. It can be expected to include (at the discretion of the assessors or the assessment panel) any or all of the follow:

- Interview
- Submission of work examples along with a background reports
- Written test or assignments.

The fundamental task of the Assessor or Assessment Panel is to ascertain the competency of the applicant (i.e. to ensure they have the competencies set out in the relevant matrices on page 8. It is not relevant how or where these competencies were gained. The procedures for assessment outlined herein are for guidance only.

Given that applicants will present with a very wide range of backgrounds, skills, formal qualifications and experience, **Assessors and Assessment Panels should be given wide discretion as to the exact form of assessment required, particularly in unusual circumstances while maintaining the competency level as set out in the standard.**

At all times, preference should be given to the assessment of built works and the relevant documentation, rather than the setting of theoretical academic tests or assignments.

Wherever possible, for **all classes of assessment**, the Assessor or Assessment Panel is to assess the competency of the applicant by means of the submission of work examples, photographs of built work, references and an interview (if deemed necessary).

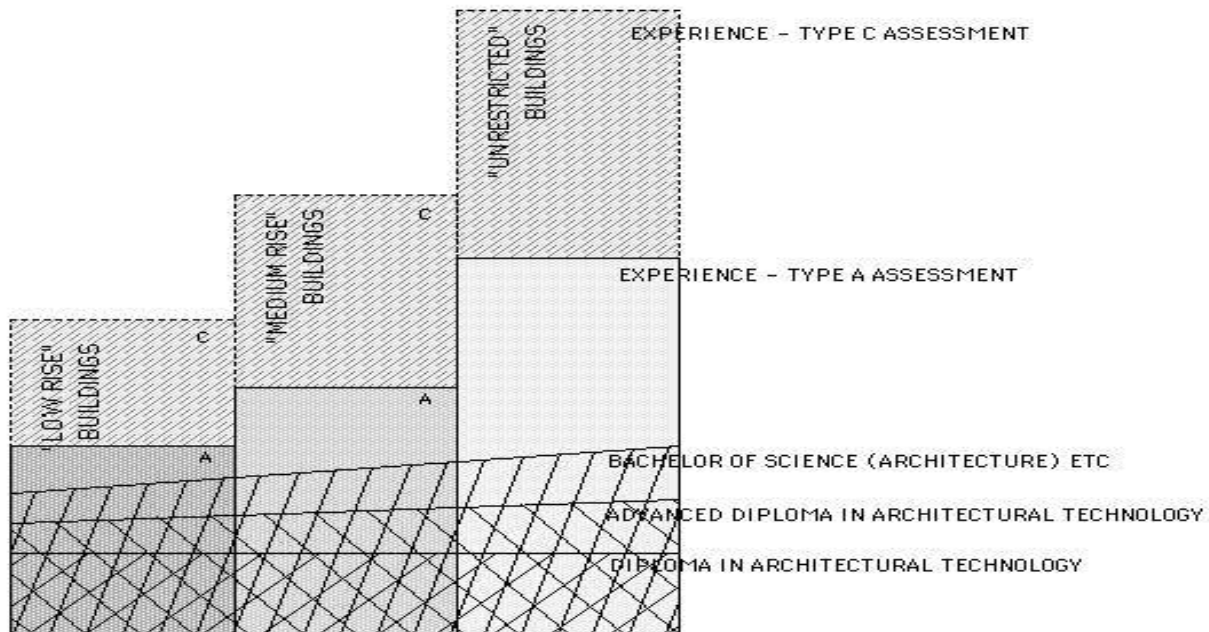
9. WRITTEN TEST OR ASSIGNMENTS.

When applying for assessment Type C, and only when the applicant cannot demonstrate the required competencies by the above means, then a test or assignment may be prescribed by the Assessor or Assessment Panel. When tests or assignments are considered necessary, they should follow as far as possible a 'real life', 'actual office scenario' with 'open book' type testing. The Assessor or Assessment Panel will set a reasonable time for the test or assignment to be completed. If the test or assignment is not completed within the prescribed time, an extension may be applied for in writing. The request for extension is to be received 14 days before the expiration of the deadline.

Nothing in these assessment guidelines is intended to preclude the Assessor or Assessment Panel from using innovative methods for assessment in unusual circumstances. For instance, Assessors or Assessment Panels may, at their discretion, agree to visit the office of the applicant, or the sites of the applicant's built works, subject to financial considerations being satisfied.

10. ACCREDITATION MODEL OF ACADEMIC QUALIFICATIONS AND EXPERIENCE

ACCREDITATION MODEL OF ACADEMIC QUALIFICATIONS FOR TYPE A, B & C ASSESSMENT



11. CONTINUING PROFESSIONAL DEVELOPMENT

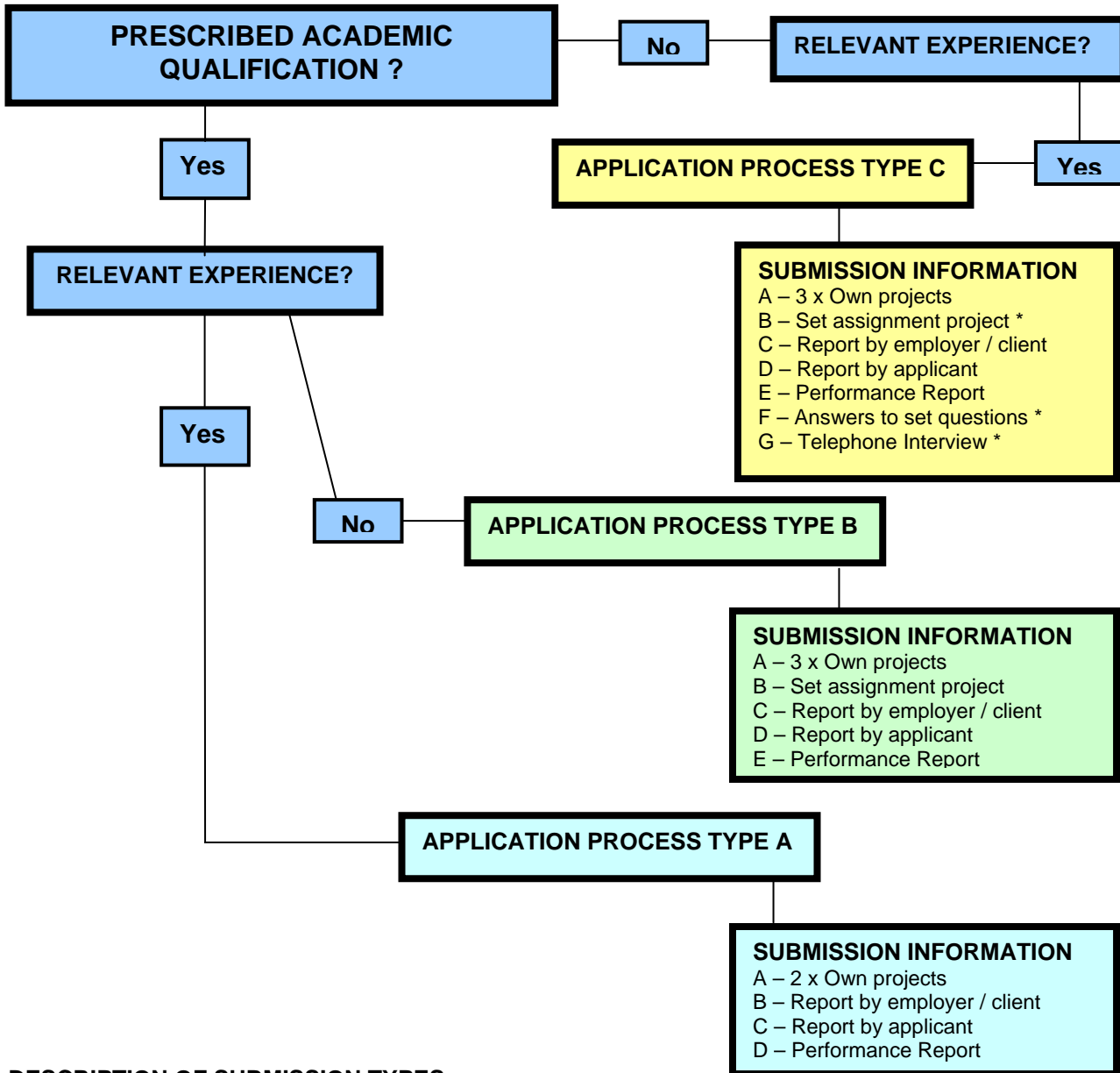
An accredited person must undertake Continuing Professional Development (CPD). This must be continuous process throughout the term of accreditation. CPD must be an approved program conducted by an accepted industry body. Renewal of Accreditation is to be dependant upon satisfactory completion of a CPD approved Program.

12. TERMINATION OF ACCREDITATION

The accrediting body will issue accreditation for period of 12 months. Renewal will be based on successful completion of an approved CPD scheme. Persons who fail to undertake CPD to the required level will be asked to show cause why their accreditation should be renewed. Accredited persons must also comply with the code of practice published from time to time by the accrediting body as well as those of their professional association. Repeated non-compliance with the code of practice may also result in termination of accreditation by the accrediting body. A decision to terminate an accreditation must be taken following careful consideration and may be subject to appeal.

ACCREDITATION PROCESS SCHEMATIC

Which Type of Application Process is required?



DESCRIPTION OF SUBMISSION TYPES

- A. Working drawings (and specification where required) for at least two projects of the building type as specified for the Accreditation Level being applied for.
- B. A written report certified by the applicant's employer or supervisor detailing the scope of the applicant's involvement in the projects (for own projects) or self-certification that the work is by the applicant (set assignment projects) and a statutory declaration that the applicant is the author of the work.
- C. A written report authored by the applicant for each project detailing, the rationale of the design, the processes of brief development, design development, management of the design team, and preparation of documentation, the material, fittings and finishes selection process, the design and detailing features of the building.
- D. Supporting documentation supplied by one or more of the client, builder/project manager or building surveyor indicating satisfactory performance of the work (for own projects).
- E. Answers to set questions on ethical practice and financial management. *
- F. INTERVIEW – Will test knowledge of the building industry and legislation and communication skills. *

DEFINITIONS

Own project - means a project which the applicant has designed during the prescribed experience period.

Set assignment project: - means a project prepared from a brief set by the assessment panel.

* - As may be required at the discretion of the assessment panel

COMPETENCY UNIT MATRIX

(excerpt from BCA Competency Standards (the Standard))

UNIT	ELEMENT	LOW RISE	MEDIUM RISE	UNRESTRICTED
1.1	1.1.1	X	X	X
	1.1.2	X	X	X
	1.1.3	X	X	X
	1.1.4	X	X	X
1.2	1.2.1	X	X	X
	1.2.2	X	X	X
	1.2.3	X	X	X
	1.2.4	X	X	X
	1.2.5	X	X	X
	1.2.6	X	X	X
1.3	1.3.1	X	X	X
	1.3.2	X	X	X
	1.3.3	X	X	X
1.4	1.4.1	X	X	X
	1.4.2			
	1.4.3		X	X
	1.4.4			
	1.4.5		X	X
1.5	1.5.1			X
	1.5.2			X
	1.5.3		X	X
1.6	1.6.1	X	X	X
	1.6.2	X	X	X
	1.6.3			X
	1.6.4	X	X	X
	1.6.5			X
2.1	2.1.1	X	X	X
	2.1.2	X	X	X
	2.1.3		X	X
2.2	2.2.1	X	X	X
	2.2.2		X	X
2.3	2.3.1		X	X
	2.3.2		X	X
	2.3.3			X
3.1	3.1.1	X	X	X
	3.1.2	X	X	X
	3.1.3	X	X	X
	3.1.4	X	X	X
3.2	3.2.1			
	3.2.2			
	3.2.3			
	3.2.4			
	3.2.5			
	3.2.6			
4.1	4.1.1	X	X	X
	4.1.2		X	X
	4.1.3	X	X	X
	4.1.4	X	X	X
	4.1.5		X	X
4.2	4.2.1	X	X	X
	4.2.2	X	X	X
	4.2.3	X	X	X
	4.2.4		X	X

ASSESSMENT PROCESS - 1a

BUILDING DESIGNER - LOW RISE

WORK EXAMPLE SUBMISSION - ASSESSMENT TYPE "A"

1. PREREQUISITE AND BACKGROUND

To be assessed under this process an applicant must have:

- a) Successfully completed a prescribed educational course gaining the relevant qualification
- b) Achieved the prescribed period of experience
- c) Including experience in the type of work described below

The Scope of Work addressed within this assessment process includes the design and documentation of:

- a) Class 1 & 10 buildings as defined by the Building Code of Australia
- b) Class 2 buildings up to a maximum of two storeys (not including levels below ground provided for car parking or storage, or both, that do not protrude more than 1.2 metres above ground level)
- c) Class 3-9 buildings of conventional construction up to and including three storeys (not including levels below ground provided for car parking or storage, or both, that do not protrude more than 1.2 metres above ground level)

The assessment process shall be confined to the competencies required within the Scope of Work as described. This package provides a guide to the processes involved to assess applicants as competent within the scope of the *Competency Standards for the Provision of Building Design Services*.

2. PURPOSE OF ASSESSMENT PROCESS

The applicant has gained the required experience in the building design industry. The assessment process acknowledges that the applicant has successfully completed the prescribed educational qualification and limits assessment to workplace performance.

The purpose of assessment process **1a** is to assess the applicant's ability to apply the academic and experience learning to achieve the required workplace performance.

3. PROCESS

The applicant is required to submit working drawings and supporting documentation as described for projects for assessment by an assessment panel.

4. SUBMISSION REQUIREMENTS

The applicant shall be required to submit as a minimum requirement;

- a) Working drawings and specifications for two projects including one detached house and one complete building of class 2 - 9 as defined in the Building Code of Australia that falls within the Scope of Work
- b) A written report certified by the applicant's client, employer or supervisor detailing the scope of the applicant's involvement in the projects, and
- c) A written report authored by the applicant for each project detailing,
 - i. The rationale of the design,
 - ii. The processes of brief development, design development, management of the design team, and preparation of documentation,
 - iii. The material, fittings and finishes selection process,
 - iv. The design and detailing features of the building.
- d) Supporting documentation supplied by one or more of the client, builder/project manager or building surveyor indicating satisfactory performance of the work.

5. EVIDENCE GUIDES

The applicant will be required to demonstrate, through the documentation submitted, the ability to perform to a satisfactory standard by evidence of:

- 1) Highly developed communication and interpersonal skills,
- 2) The ability to conduct a client interview and develop a client brief,

- 3) A knowledge of planning, building and other legislation as applicable to the class and type of building,
- 4) The ability to undertake a site evaluation and develop appropriate solutions in relation to site constraints and features,
- 5) The ability to establish and develop creative design solutions appropriate to user requirements and legislative constraints and with appropriate space relationships and circulation solutions,
- 6) Appropriate use of building materials, finishes and services,
- 7) The ability to develop appropriate aesthetic solutions,
- 8) A basic understanding of environmental design concepts,
- 9) the ability to produce drawings which are clear, accurate and correct in scale and content and which facilitate efficient construction practices using either CAD or manual drafting processes,
- 10) A highly developed knowledge of construction technology, building practice and on-site processes as applicable to the class and type of building,
- 11) The appropriate use of structural systems commensurate with the class and type of building,
- 12) The ability to develop and work to an appropriate job plan.

6. ASSESSMENT OUTCOMES

The assessment panel must submit a report to the accrediting body including a recommendation that the applicant:

- a) Is competent to the standard required for accreditation, OR
- b) Could not be fully assessed on the evidence of the documentation provided and should be invited to undergo further assessment, OR
- c) Is not competent to the standard required for accreditation.

In the absence of evidence not available to the assessment panel, the accrediting body will, in accordance with the recommendation of the assessment panel,

- a) Issue a certificate of accreditation at the level determined by the assessment panel, OR
- b) Advise the applicant that further assessment is required and including advice of appeal procedures, OR
- c) Advise the applicant that the application had not been successful and including advice of appeal procedures.

ASSESSMENT PROCESS - 1b

BUILDING DESIGNER - LOW RISE

COMPETENCY ASSESSMENT - TYPE "B"

1. PREREQUISITE AND BACKGROUND

To be assessed under this process an applicant must have:

- a) Successfully completed a prescribed educational course gaining the relevant qualification
- b) Achieved the prescribed period of experience

The Scope of Work addressed within this assessment process includes the design and documentation of:

- a) Class 1 & 10 buildings as defined by the Building Code of Australia
- b) Class 2 buildings up to a maximum of two storeys (not including levels below ground provided for car parking or storage, or both, that do not protrude more than 1.2 metres above ground level)
- c) Class 3-9 buildings of conventional construction up to and including three storeys (not including levels below ground provided for car parking or storage, or both, that do not protrude more than 1.2 metres above ground level)

The assessment process shall be confined to the competencies required within the Scope of Work as described. This package provides a guide to the processes involved to assess applicants as competent within the scope of the *Competency Standards for the Provision of Building Design Services*.

2. PURPOSE OF ASSESSMENT PROCESS

The applicant has gained the required experience in the building design industry. The assessment process acknowledges that the applicant has successfully completed the prescribed educational qualification and limits assessment to workplace performance.

The purpose of assessment process **1a** is to assess the applicant's ability to apply the academic and experience learning to achieve the required workplace performance.

3. PROCESS

The applicant is required to submit working drawings and supporting documentation as described for projects for assessment by an assessment panel.

4. SUBMISSION REQUIREMENTS

The applicant shall be required to submit as a minimum requirement;

- a) Working drawings and specifications for two projects including one detached house and one complete building of class 2 - 9 as defined in the Building Code of Australia that falls within the Scope of Work
- b) A written report certified by the applicant's client, employer or supervisor detailing the scope of the applicant's involvement in the projects, and
- c) A written report authored by the applicant for each project detailing,
 - i. The rationale of the design,
 - ii. The processes of brief development, design development, management of the design team, and preparation of documentation,
 - iii. The material, fittings and finishes selection process,
 - iv. The design and detailing features of the building.
- d) Supporting documentation supplied by one or more of the client, builder/project manager or building surveyor indicating satisfactory performance of the work.

5. EVIDENCE GUIDES

The applicant will be required to demonstrate, through the documentation submitted, the ability to perform to a satisfactory standard by evidence of:

- 1) Highly developed communication and interpersonal skills,
- 2) The ability to conduct a client interview and develop a client brief,
- 3) A knowledge of planning, building and other legislation as applicable to the class and type of building,

- 4) The ability to undertake a site evaluation and develop appropriate solutions in relation to site constraints and features,
- 5) The ability to establish and develop creative design solutions appropriate to user requirements and legislative constraints and with appropriate space relationships and circulation solutions,
- 6) Appropriate use of building materials, finishes and services,
- 7) The ability to develop appropriate aesthetic solutions,
- 8) A basic understanding of environmental design concepts,
- 9) the ability to produce drawings which are clear, accurate and correct in scale and content and which facilitate efficient construction practices using either CAD or manual drafting processes,
- 10) A highly developed knowledge of construction technology, building practice and on-site processes as applicable to the class and type of building,
- 11) The appropriate use of structural systems commensurate with the class and type of building,
- 12) The ability to develop and work to an appropriate job plan.

6. ASSESSMENT OUTCOMES

The assessment panel must submit a report to the accrediting body including a recommendation that the applicant:

- a) Is competent to the standard required for accreditation, OR
- b) Could not be fully assessed on the evidence of the documentation provided and should be invited to undergo further assessment, OR
- c) Is not competent to the standard required for accreditation.

In the absence of evidence not available to the assessment panel, the accrediting body will, in accordance with the recommendation of the assessment panel,

- a) Issue a certificate of accreditation at the level determined by the assessment panel, OR
- b) Advise the applicant that further assessment is required and including advice of appeal procedures, OR
- c) Advise the applicant that the application had not been successful and including advice of appeal procedures.

ASSESSMENT PROCESS - 1c

BUILDING DESIGNER - LOW RISE

COMPETENCY ASSESSMENT TYPE "C"

1. PREREQUISITE AND BACKGROUND

To be assessed under process 1c an applicant must have:

Achieved the prescribed period of experience in building design,

The scope of work addressed within assessment process 1c includes the design and documentation of:

- a) Class 1 & 10 buildings as defined by the Building Code of Australia
- b) Class 2 buildings up to a maximum of two storeys (not including levels below ground provided for car parking or storage, or both, that do not protrude more than 1.2 metres above ground level)
- c) Class 3-9 buildings of conventional construction up to and including three storeys (not including levels below ground provided for car parking or storage, or both, that do not protrude more than 1.2 metres above ground level)

The assessment process shall be confined to the competencies required within the scope of work as described. This package provides a guide to the processes involved to assess applicants as competent within the scope of the *Competency Standards for the Provision of Building Design Services*.

2. PURPOSE OF ASSESSMENT PROCESS

The applicant has gained experience within the building design industry but has not successfully completed the prescribed educational qualification. The assessment process relates to workplace (or simulated workplace) performance.

The purpose of assessment process **1c** is to assess the applicant's ability to apply experience based learning to achieve the workplace performance required for the full scope of work for the license category.

3. PROCESS

The applicant is required to submit working drawings and supporting documentation as described for projects for assessment by an assessment panel.

4. INTERVIEW

The interview (if required at the discretion of the assessment panel) is to assess:

- a) The applicant's communication and interpersonal skills and related ability to conduct an appropriate client interview,
- b) The applicant's knowledge and understanding of the building industry, industry relationships and stakeholders,
- c) The level of knowledge and understanding of building and planning legislation,
- d) The applicant's understanding of associated legislation and law as related to the building industry.

5. TEST OR ASSIGNMENT

The test or assignment (if required at the discretion of the assessment panel) is required to assess:

- a) The applicant's knowledge of ethical practice standards and financial management procedures,
- b) The applicant's knowledge of construction methods, building systems and construction sequencing.

6. SUBMISSION REQUIREMENTS

The applicant is required to submit working drawings and supporting documentation as described as follows.

- a) Working drawings and specification for three projects that demonstrate the applicant's ability to operate competently within the Scope of Work. One project to be a detached house, the other two projects may be buildings of Class 2-9 as defined by the Building Code of Australia, and
- b) A written report outlining the methodology used in the design of the project and certification by the applicant that all work on the project has been completed by the applicant, and
- c) A written report authored by the applicant for each project detailing,
 - i. The rationale of the design,

- ii. The processes of brief development, design development, management of the design team, and preparation of documentation,
 - iii. The material, fittings and finishes selection process,
 - iv. The design and detailing features of the building.
- d) Supporting documentation supplied by one or more of an employer, client, builder or building surveyor indicating satisfactory performance in a building design workplace.

7. EVIDENCE GUIDES

The applicant will be required to demonstrate, through the interview, test, assignment and documentation submitted, the ability to perform to a satisfactory standard by evidence of:

- 1) Highly developed communication and interpersonal skills,
- 2) The ability to conduct a client interview and develop a client brief,
- 3) A knowledge of planning, building and other legislation as applicable to the class and type of building,
- 4) The ability to undertake a site evaluation and develop appropriate solutions in relation to site constraints and features,
- 5) The ability to establish and develop design solutions appropriate to user requirements and legislative constraints and with appropriate space relationships and circulation solutions,
- 6) Appropriate use of building materials, finishes and services,
- 7) The ability to develop appropriate aesthetic solutions,
- 8) A basic understanding of environmental design concepts,
- 9) The ability to produce drawings which are clear, accurate and correct in scale and content and which facilitate efficient construction practices using either CAD or manual drafting processes,
- 10) A highly developed knowledge of construction technology, building practice and on-site processes as applicable to the class and type of building,
- 11) The appropriate use of structural systems commensurate with the class and type of building,
- 12) The ability to develop and work to an appropriate job plan,
- 13) A sound knowledge of ethical practice standards,
- 14) The ability to apply financial management principles.

8. ASSESSMENT OUTCOMES

The assessment panel must submit a report to the accrediting body including a recommendation that the applicant:

- a) Is competent to the standard required for accreditation, OR
- b) Could not be fully assessed on the evidence of the documentation provided and should be invited to undergo further assessment, OR
- c) Is not competent to the standard required for accreditation.

In the absence of evidence not available to the assessment panel, the accrediting body will, in accordance with the recommendation of the assessment panel,

- a) Issue a certificate of accreditation at the level determined by the assessment panel, OR
- b) Advise the applicant that further assessment is required and including advice of appeal procedures, OR
- c) Advise the applicant that the application had not been successful and including advice of appeal procedures.

ASSESSMENT PROCESS - 2a

BUILDING DESIGNER - MEDIUM RISE

WORK EXAMPLE SUBMISSION - ASSESSMENT TYPE "A"

1. PREREQUISITE AND BACKGROUND

To be assessed under this process an applicant must have:

- a) successfully completed a prescribed educational course gaining the relevant qualification
- b) achieved the prescribed period of experience
- c) including experience in the type of work described below

The Scope of Work addressed within this assessment process includes the design and documentation of:

- a) Class 1 & 10 buildings as defined by the Building Code of Australia
- b) Class 2 buildings up to a maximum height of 25 metres (not including levels below ground provided for car parking or storage, or both).
- c) Class 3-9 buildings of conventional construction up to a maximum of 25 metres (not including levels below ground provided for car parking or storage, or both).

The assessment process shall be confined to the competencies required within the Scope of Work as described. This package provides a guide to the processes involved to assess applicants as competent within the scope of the *Competency Standards for the Provision of Building Design Services*.

2. PURPOSE OF ASSESSMENT PROCESS

The applicant has gained experience in the building design industry within the scope of work included in the accreditation category. The assessment process acknowledges that the applicant has successfully completed the prescribed educational qualification and limits assessment to workplace performance.

The purpose of this assessment process is to assess the applicant's ability to apply the academic and experience learning to achieve the workplace performance required for the full scope of work for the accreditation category.

3. PROCESS

The applicant is required to submit working drawings and supporting documentation as described for projects for assessment by an assessment panel.

4. SUBMISSION REQUIREMENTS

The applicant shall be required to submit as a minimum requirement;

- a) Working drawings and specification for two projects including one building of Class 2 - 9 over two storey (not including basement) and one other building of Class 2-9 defined in the Building Code of Australia that falls within the Scope of Work, and
- b) A written report certified by the applicant's client, employer or supervisor detailing the scope of the applicant's involvement in the projects, and
- c) A written report authored by the applicant for each project detailing,
 - i. The rationale of the design,
 - ii. The processes of brief development, design development, management of the design team, and preparation of documentation,
 - iii. The material, fittings and finishes selection process,
 - iv. The design and detailing features of the building.
- d) Supporting documentation supplied by one or more of the client, builder/project manager or building surveyor indicating satisfactory performance of the work.

5. EVIDENCE GUIDES

The applicant will be required to demonstrate, through the documentation submitted, the ability to perform to a satisfactory standard by evidence of:

- 1) Highly developed communication and interpersonal skills,
- 2) The ability to conduct a client interview and develop a client brief,

- 3) A knowledge of planning, building and other legislation as applicable to the class and type of building,
- 4) The ability to undertake a site evaluation and develop appropriate solutions in relation to site constraints and features,
- 5) The ability to establish and develop creative design solutions appropriate to user requirements and legislative constraints and with appropriate space relationships and circulation solutions,
- 6) Appropriate use of building materials, finishes and services,
- 7) The ability to develop appropriate aesthetic solutions,
- 8) The ability to establish design solutions which apply the concepts of energy management and energy efficiency,
- 9) The ability to effectively appoint, communicate with and manage a team of outside consultants,
- 10) The ability to produce drawings which are clear, accurate and correct in scale and content and which facilitate efficient construction practices using either CAD or manual drafting processes,
- 11) A highly developed knowledge of construction technology, building practice and on-site processes as applicable to the class and type of building,
- 12) The appropriate use of structural systems commensurate with the class and type of building,
- 13) The ability to develop and work to an appropriate job plan.

6. ASSESSMENT PANELS

Assessment will be carried out, under the supervision of the approved accrediting body, by assessment panels consisting of:

- a) An accredited workplace assessor (as chair)
- b) Two building designers highly experienced in the relevant scope of work
- c) One other panel member, from a related field, either professional or academic, capable of assessing design and technical skills.

The panel will be appointed by, be responsible to, and report directly to, the accrediting body.

7. ASSESSMENT OUTCOMES

The assessment panel must submit a report to the accrediting body including a recommendation that the applicant:

- a) Is competent to the standard required for accreditation, OR
- b) Could not be fully assessed on the evidence of the documentation provided and should be invited to undergo further assessment, OR
- c) Is not competent to the standard required for accreditation.

In the absence of evidence not available to the assessment panel, the accrediting body will, in accordance with the recommendation of the assessment panel,

- a) Issue a certificate of accreditation at the level determined by the assessment panel, OR
- b) Advise the applicant that further assessment is required and including advice of appeal procedures, OR
- c) Advise the applicant that the application had not been successful and including advice of appeal procedures.

ASSESSMENT PROCESS - 2b

BUILDING DESIGNER -MEDIUM RISE

COMPETENCY ASSESSMENT - TYPE "B"

1. PREREQUISITE AND BACKGROUND

To be assessed under process 2b an applicant must have:

- a) Successfully completed a prescribed educational course gaining the relevant qualification, and
- b) Achieved the prescribed period of experience in building design,

The Scope of Work addressed within this assessment process includes the design and documentation of:

- a) Class 1 & 10 buildings as defined by the Building Code of Australia
- b) Class 2 buildings up to a maximum height of 25 metres (not including levels below ground provided for car parking or storage, or both).
- c) Class 3-9 buildings of conventional construction up to a maximum of 25 metres (not including levels below ground provided for car parking or storage, or both).

The assessment process shall be confined to the competencies required within the Scope of Work as described. This package provides a guide to the processes involved to assess applicants as competent within the scope of the *Competency Standards for the Provision of Building Design Services*.

2. PURPOSE OF ASSESSMENT PROCESS

The applicant has gained experience within the building design industry but has not attained the requisite experience in the full scope of work included in the accreditation category. The assessment process acknowledges that the applicant has successfully completed the prescribed educational qualification and limits assessment to workplace (or simulated workplace) performance.

The purpose of this assessment process is to assess the applicant's ability to apply the academic and experience learning to achieve the workplace performance required for the full scope of work for the accreditation category.

3. PROCESS

The applicant is required to submit working drawings and supporting documentation as described for two projects from briefs supplied by the accrediting body for assessment by an assessment panel.

4. SUBMISSION REQUIREMENTS

The applicant shall be required to submit as a minimum requirement;

- a) Working drawings and specification for three projects that demonstrate the applicant's ability to operate competently within the Scope of Work. One project to be a detached house, the other two projects to be buildings of Class 2-9 as defined by the Building Code of Australia, and
- b) A written report authored by the applicant for each project detailing,
 - i. The rationale of the design,
 - ii. The processes of brief development, design development, management of the design team, and preparation of documentation,
 - iii. The material, fittings and finishes selection process,
 - iv. The design and detailing features of the building.
- c) Supporting documentation supplied by one or more of an employer, client, builder or building surveyor indicating satisfactory performance in a building design workplace.

5. EVIDENCE GUIDES

The applicant will be required to demonstrate, through the documentation submitted, the ability to perform to a satisfactory standard by evidence of:

- 1) Highly developed communication and interpersonal skills,
- 2) The ability to conduct a client interview and develop a client brief,
- 3) A knowledge of planning, building and other legislation as applicable to the class and type of building,

- 4) The ability to undertake a site evaluation and develop appropriate solutions in relation to site constraints and features,
- 5) The ability to establish and develop creative design solutions appropriate to user requirements and legislative constraints and with appropriate space relationships and circulation solutions,
- 6) Appropriate use of building materials, finishes and services,
- 7) The ability to develop appropriate aesthetic solutions,
- 8) The ability to establish design solutions which apply the concepts of energy management and energy efficiency,
- 9) The ability to effectively appoint, communicate with and manage a team of outside consultants,
- 10) The ability to produce drawings which are clear, accurate and correct in scale and content and which facilitate efficient construction practices using either CAD or manual drafting processes,
- 11) A highly developed knowledge of construction technology, building practice and on-site processes as applicable to the class and type of building,
- 12) The appropriate use of structural systems commensurate with the class and type of building,
- 13) The ability to develop and work to an appropriate job plan.

6. ASSESSMENT OUTCOMES

The assessment panel must submit a report to the accrediting body including a recommendation that the applicant:

- a) Is competent to the standard required for accreditation, OR
- b) Could not be fully assessed on the evidence of the documentation provided and should be invited to undergo further assessment, OR
- c) Is not competent to the standard required for accreditation.

In the absence of evidence not available to the assessment panel, the accrediting body will, in accordance with the recommendation of the assessment panel,

- a) Issue a certificate of accreditation at the level determined by the assessment panel, OR
- b) Advise the applicant that further assessment is required and including advice of appeal procedures, OR
- c) Advise the applicant that the application had not been successful and including advice of appeal procedures.

ASSESSMENT PROCESS - 2c

BUILDING DESIGNER -MEDIUM RISE

COMPETENCY ASSESSMENT - TYPE “C”

1. PREREQUISITE AND BACKGROUND

To be assessed under process 2c an applicant must have:

Achieved the prescribed period of experience in building design,

The Scope of Work addressed within this assessment process includes the design and documentation of:

- a) Class 1 & 10 buildings as defined by the Building Code of Australia
- b) Class 2 buildings up to a maximum height of 25 metres (not including levels below ground provided for car parking or storage, or both).
- c) Class 3-9 buildings of conventional construction up to a maximum of 25 metres (not including levels below ground provided for car parking or storage, or both).

The assessment process shall be confined to the competencies required within the Scope of Work as described. This package provides a guide to the processes involved to assess applicants as competent within the scope of the *Competency Standards for the Provision of Building Design Services*.

2. PURPOSE OF ASSESSMENT PROCESS

The applicant has gained experience within the building design industry but has not successfully completed the prescribed educational qualification. The assessment process relates to workplace (or simulated workplace) performance.

The purpose of this assessment process is to assess the applicant's ability to apply experience based learning to achieve the workplace performance required for the full scope of work for the accreditation category.

3. PROCESS

The applicant is required to submit working drawings and supporting documentation as described for two projects from briefs supplied by the accrediting body for assessment by an assessment panel.

4. INTERVIEW

The interview (if required at the discretion of the assessment panel) is to assess:

- a) The applicant's communication and interpersonal skills and related ability to conduct an appropriate client interview,
- b) The applicant's knowledge and understanding of the building industry, industry relationships and stakeholders,
- c) The level of knowledge and understanding of building and planning legislation,
- d) The applicant's understanding of associated legislation and law as related to the building industry,
- e) The applicant's knowledge of the history of architectural form and the Australian architectural heritage,
- f) The applicant's understanding of design responsibility and community expectations,
- g) The level of awareness of the social and environmental impact of land use.

5. TEST OR ASSIGNMENT

The test or assignment (if required at the discretion of the assessment panel) is required to assess:

- a) The applicant's knowledge of ethical practice standards and financial management procedures,
- b) The applicant's knowledge of construction methods, building systems and construction sequencing.

6. SUBMISSION REQUIREMENTS

The applicant is required to submit working drawings and supporting documentation as described as follows.

- a) Working drawings and specification for three projects that demonstrate the applicant's ability to operate competently within the Scope of Work. One project to be a detached house, the other two projects to be buildings of Class 2-9 as defined by the Building Code of Australia, and

- b) A written report outlining the methodology used in the design of the project and certification by the applicant that all work on the project has been completed by the applicant, and
- c) A written report authored by the applicant for each project detailing,
 - i. The rationale of the design,
 - ii. The processes of brief development, design development, management of the design team, and preparation of documentation,
 - iii. The material, fittings and finishes selection process,
 - iv. The design and detailing features of the building.
- d) Supporting documentation supplied by one or more of an employer, client, builder or building surveyor indicating satisfactory performance in a building design workplace.

7. EVIDENCE GUIDES

The applicant will be required to demonstrate, through the interview, test, assignment and documentation submitted, the ability to perform to a satisfactory standard by evidence of:

- 1) Highly developed communication and interpersonal skills,
- 2) The ability to conduct a client interview and develop a client brief,
- 3) A knowledge of planning, building and other legislation as applicable to the class and type of building,
- 4) The ability to undertake a site evaluation and develop appropriate solutions in relation to site constraints and features,
- 5) The ability to establish and develop design solutions appropriate to user requirements and legislative constraints and with appropriate space relationships and circulation solutions,
- 6) Appropriate use of building materials, finishes and services,
- 7) The ability to develop appropriate aesthetic solutions,
- 8) The ability to establish design solutions which apply the concepts of energy management and energy efficiency,
- 9) The ability to effectively appoint, communicate with and manage a team of outside consultants,
- 10) The ability to produce drawings which are clear, accurate and correct in scale and content and which facilitate efficient construction practices using either CAD or manual drafting processes,
- 11) A highly developed knowledge of construction technology, building practice and on-site processes as applicable to the class and type of building,
- 12) The appropriate use of structural systems commensurate with the class and type of building,
- 13) The ability to develop and work to an appropriate job plan,
- 14) A sound knowledge of ethical practice standards,
- 15) The ability to apply financial management principles.

8. ASSESSMENT OUTCOMES

The assessment panel must submit a report to the accrediting body including a recommendation that the applicant:

- a) Is competent to the standard required for accreditation, OR
- b) Could not be fully assessed on the evidence of the documentation provided and should be invited to undergo further assessment, OR
- c) Is not competent to the standard required for accreditation.

In the absence of evidence not available to the assessment panel, the accrediting body will, in accordance with the recommendation of the assessment panel,

- a) Issue a certificate of accreditation at the level determined by the assessment panel, OR
- b) Advise the applicant that further assessment is required and including advice of appeal procedures, OR
- c) Advise the applicant that the application had not been successful and including advice of appeal procedures.

ASSESSMENT PROCESS - 3a

BUILDING DESIGNER -UNRESTRICTED

WORK EXAMPLE SUBMISSION - ASSESSMENT TYPE "A"

1. PREREQUISITE AND BACKGROUND

To be assessed under this process an applicant must have:

- a) successfully completed a prescribed educational course gaining the relevant qualification
- b) achieved the prescribed period of experience
- c) including experience in the type of work described below

The Scope of Work addressed within this assessment process includes the design and documentation of:
All buildings of all classes and complexity.

The assessment process shall be confined to the competencies required within the Scope of Work as described. This package provides a guide to the processes involved to assess applicants as competent within the scope of the *Competency Standards for the Provision of Building Design Services*.

2. PURPOSE OF ASSESSMENT PROCESS

The applicant has gained experience in the building design industry within the scope of work included in the accreditation category. The assessment process acknowledges that the applicant has successfully completed the prescribed educational qualification and limits assessment to workplace performance.

The purpose of this assessment process is to assess the applicant's ability to apply the academic and experience learning to achieve the workplace performance required for the full scope of work for the accreditation category.

3. PROCESS

The applicant is required to submit working drawings and supporting documentation as described for projects for assessment by an assessment panel.

4. SUBMISSION REQUIREMENTS

The applicant shall be required to submit as a minimum requirement;

- a) Working drawings and specification for two projects, one of which must be a building of Class 2 or 3 and over three storeys (not including basement) and one must be a Class 5-9 building of two storeys or more as defined in the Building Code of Australia, and
- b) A written report certified by the applicant's client, employer or supervisor detailing the scope of the applicant's involvement in the projects, and
- c) A written report authored by the applicant for each project detailing,
 - i. The rationale of the design,
 - ii. The processes of brief development, design development, management of the design team, and preparation of documentation,
 - iii. The material, fittings and finishes selection process,
 - iv. The design and detailing features of the building.
- d) Supporting documentation supplied by one or more of the client, builder/project manager or building surveyor indicating satisfactory performance of the work.

5. EVIDENCE GUIDES

The applicant will be required to demonstrate, through the documentation submitted, the ability to perform to a satisfactory standard by evidence of:

- 1) Highly developed communication and interpersonal skills,
- 2) The ability to conduct a client interview and develop a client brief,
- 3) A knowledge of planning, building and other legislation as applicable to the class and type of building,
- 4) The ability to undertake a site evaluation and develop appropriate solutions in relation to site constraints and features,
- 5) The ability to establish and develop creative design solutions appropriate to user requirements and legislative constraints and with appropriate space relationships and circulation solutions,
- 6) Appropriate use of building materials, finishes and services,

- 7) The ability to develop appropriate aesthetic solutions,
- 8) The ability to establish design solutions which apply the concepts of energy management and energy efficiency,
- 9) An understanding of the documentation requirements for specifications and schedules,
- 10) The ability to effectively appoint, communicate with and manage a team of outside consultants,
- 11) The ability to produce drawings which are clear, accurate and correct in scale and content and which facilitate efficient construction practices using either CAD or manual drafting processes,
- 12) A highly developed knowledge of construction technology, building practice and on-site processes as applicable to the class and type of building,
- 13) The appropriate use of structural systems commensurate with the class and type of building,
- 14) The ability to develop and work to an appropriate job plan.

6. ASSESSMENT OUTCOMES

The assessment panel must submit a report to the accrediting body including a recommendation that the applicant:

- a) Is competent to the standard required for accreditation, OR
- b) Could not be fully assessed on the evidence of the documentation provided and should be invited to undergo further assessment, OR
- c) Is not competent to the standard required for accreditation.

In the absence of evidence not available to the assessment panel, the accrediting body will, in accordance with the recommendation of the assessment panel,

- a) Issue a certificate of accreditation at the level determined by the assessment panel, OR
- b) Advise the applicant that further assessment is required and including advice of appeal procedures, OR
- c) Advise the applicant that the application had not been successful and including advice of appeal procedures.

ASSESSMENT PROCESS - 3b

BUILDING DESIGNER - UNRESTRICTED

COMPETENCY ASSESSMENT - TYPE "B"

1. PREREQUISITE AND BACKGROUND

To be assessed under process 3b an applicant must have:

- a) Successfully completed a prescribed educational course gaining the relevant qualification, and
- b) Achieved the prescribed period of experience in building design,

The Scope of Work addressed within this assessment process includes the design and documentation of:
All buildings of all classes and complexity.

The assessment process shall be confined to the competencies required within the scope of work as described. This package provides a guide to the processes involved to assess applicants as competent within the scope of the *Competency Standards for the Provision of Building Design Services*.

2. PURPOSE OF ASSESSMENT PROCESS

The applicant has gained experience within the building design industry but has not attained the requisite experience in the full scope of work included in the accreditation category. The assessment process acknowledges that the applicant has successfully completed the prescribed educational qualification and limits assessment to workplace (or simulated workplace) performance.

The purpose of this assessment process is to assess the applicant's ability to apply the academic and experience learning to achieve the workplace performance required for the full scope of work for the accreditation category.

3. PROCESS

The applicant is required to submit working drawings and supporting documentation as described for two projects from briefs supplied by the accrediting body for assessment by an assessment panel.

4. SUBMISSION REQUIREMENTS

The applicant shall be required to submit as a minimum requirement;

- a) Working drawings and specification for three projects that demonstrate the applicant's ability to operate competently within the Scope of Work. One project may be a detached house. Two projects are to be of buildings of Class 2-9 of at least two storey construction as defined by the Building Code of Australia, and
- b) A written report outlining the methodology used in the design of the projects and certification by the applicant that all work on the project has been completed by the applicant, and
- c) A written report authored by the applicant for each project detailing,
 - i. The rationale of the design,
 - ii. The processes of brief development, design development, management of the design team, and preparation of documentation,
 - iii. The material, fittings and finishes selection process,
 - iv. The design and detailing features of the building.
- d) Supporting documentation supplied by one or more of an employer, client, builder or building surveyor indicating satisfactory performance in a building design workplace.

5. EVIDENCE GUIDES

The applicant will be required to demonstrate, through the documentation submitted, the ability to perform to a satisfactory standard by evidence of:

- 1) Highly developed communication and interpersonal skills,
- 2) The ability to conduct a client interview and develop a client brief,
- 3) A knowledge of planning, building and other legislation as applicable to the class and type of building,
- 4) The ability to undertake a site evaluation and develop appropriate solutions in relation to site constraints and features,

- 5) The ability to establish and develop creative design solutions appropriate to user requirements and legislative constraints and with appropriate space relationships and circulation solutions,
- 6) Appropriate use of building materials, finishes and services,
- 7) The ability to develop appropriate aesthetic solutions,
- 8) The ability to establish design solutions which apply the concepts of energy management and energy efficiency,
- 9) An understanding of the documentation requirements for specifications and schedules,
- 10) The ability to effectively appoint, communicate with and manage a team of outside consultants,
- 11) The ability to produce drawings which are clear, accurate and correct in scale and content and which facilitate efficient construction practices using either CAD or manual drafting processes,
- 12) A highly developed knowledge of construction technology, building practice and on-site processes as applicable to the class and type of building,
- 13) The appropriate use of structural systems commensurate with the class and type of building,
- 14) The ability to develop and work to an appropriate job plan.

6. ASSESSMENT OUTCOMES

The assessment panel must submit a report to the accrediting body including a recommendation that the applicant:

- a) Is competent to the standard required for accreditation, OR
- b) Could not be fully assessed on the evidence of the documentation provided and should be invited to undergo further assessment, OR
- c) Is not competent to the standard required for accreditation.

In the absence of evidence not available to the assessment panel, the accrediting body will, in accordance with the recommendation of the assessment panel,

- a) Issue a certificate of accreditation at the level determined by the assessment panel, OR
- b) Advise the applicant that further assessment is required and including advice of appeal procedures, OR
- c) Advise the applicant that the application had not been successful and including advice of appeal procedures.

ASSESSMENT PROCESS - 3c

BUILDING DESIGNER -UNRESTRICTED

COMPETENCY ASSESSMENT - TYPE "C"

1. PREREQUISITE AND BACKGROUND

To be assessed under process 3c an applicant must have:

Achieved the prescribed period of experience in building design,

The Scope of Work addressed within this assessment process includes the design and documentation of:
All buildings of all classes and complexity.

The assessment process shall be confined to the competencies required within the Scope of Work as described. This package provides a guide to the processes involved to assess applicants as competent within the scope of the *Competency Standards for the Provision of Building Design Services*.

2. PURPOSE OF ASSESSMENT PROCESS

The applicant has gained experience within the building design industry but has not successfully completed the prescribed educational qualification. The assessment process relates to workplace (or simulated workplace) performance.

The purpose of this assessment process is to assess the applicant's ability to apply experience based learning to achieve the workplace performance required for the full scope of work for the accreditation category.

3. PROCESS

The applicant is required to submit working drawings and supporting documentation as described for two projects from briefs supplied by the accrediting body for assessment by an assessment panel.

4. INTERVIEW

The interview (if required at the discretion of the assessment panel) is to assess:

- a) The applicant's communication and interpersonal skills and related ability to conduct an appropriate client interview,
- b) The applicant's knowledge and understanding of the building industry, industry relationships and stakeholders,
- c) The level of knowledge and understanding of building and planning legislation,
- d) The applicant's understanding of associated legislation and law as related to the building industry,
- e) The applicant's knowledge of the history of architectural form and the Australian architectural heritage,
- f) The applicant's understanding of design responsibility and community expectations,
- g) The level of awareness of the social and environmental impact of land use.

5. TEST OR ASSIGNMENT

The test or assignment (if required at the discretion of the assessment panel) is required to assess:

- a) The applicant's knowledge of ethical practice standards and financial management procedures,
- b) The applicant's knowledge of construction methods, building systems and construction sequencing.

6. SUBMISSION REQUIREMENTS

The applicant is required to submit working drawings and supporting documentation as described as follows.

- a) Working drawings and specification for three projects that demonstrate the applicant's ability to operate competently within the Scope of Work. One project may be a detached house. Two projects are to be of buildings of Class 2-9 at least two storey construction as defined by the Building Code of Australia, and
- b) A written report outlining the methodology used in the design of the project and certification by the applicant that all work on the project has been completed by the applicant, and
- c) A written report authored by the applicant for each project detailing,
 - i. The rationale of the design,

- ii. The processes of brief development, design development, management of the design team, and preparation of documentation,
 - iii. The material, fittings and finishes selection process,
 - iv. The design and detailing features of the building.
- d) Supporting documentation supplied by one or more of an employer, client, builder or building surveyor indicating satisfactory performance in a building design workplace.

7. EVIDENCE GUIDES

The applicant will be required to demonstrate through the interview, assignment and documentation submitted, the ability to perform to a satisfactory standard by evidence of:

- 1) Highly developed communication and interpersonal skills,
- 2) The ability to conduct a client interview and develop a client brief,
- 3) A knowledge of planning, building and other legislation as applicable to the class and type of building,
- 4) The ability to undertake a site evaluation and develop appropriate solutions in relation to site constraints and features,
- 5) The ability to establish and develop design solutions appropriate to user requirements and legislative constraints and with appropriate space relationships and circulation solutions,
- 6) Appropriate use of building materials, finishes and services,
- 7) The ability to develop appropriate aesthetic solutions,
- 8) The ability to establish design solutions which apply the concepts of energy management and energy efficiency,
- 9) An understanding of the documentation requirements for specifications and schedules and the ability to develop the documents,
- 10) The ability to effectively appoint, communicate with and manage a team of outside consultants,
- 11) The ability to produce drawings which are clear, accurate and correct in scale and content and which facilitate efficient construction practices using either CAD or manual drafting processes,
- 12) A highly developed knowledge of construction technology, building practice and on-site processes as applicable to the class and type of building,
- 13) The appropriate use of structural systems commensurate with the class and type of building,
- 14) The ability to develop and work to an appropriate job plan,
- 15) A knowledge of architectural history and heritage and the designer's responsibility to community and the future,
- 16) A sound knowledge of management principles, ethical practice standards,
- 17) The ability to apply financial management principles.

8. ASSESSMENT OUTCOMES

The assessment panel must submit a report to the accrediting body including a recommendation that the applicant:

- a) Is competent to the standard required for accreditation, OR
- b) Could not be fully assessed on the evidence of the documentation provided and should be invited to undergo further assessment, OR
- c) Is not competent to the standard required for accreditation.

In the absence of evidence not available to the assessment panel, the accrediting body will, in accordance with the recommendation of the assessment panel,

- a) Issue a certificate of accreditation at the level determined by the assessment panel, OR
- b) Advise the applicant that further assessment is required and including advice of appeal procedures, OR
- c) Advise the applicant that the application had not been successful and including advice of appeal procedures.