

# COMPETENCY ASSESSMENT AND REGISTRATION POLICY

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## POLICY ON COMPETENCY ASSESSMENT AND REGISTRATION

### INTRODUCTION

The *Surveyors Act 2003* stipulates that the Board may register a person if the person

- (a) has been assessed as having the competency relevant to the particular registration or endorsement; and
- (b) is a suitable person.

The basis for assessment of competency is the relevant competency framework approved by the Board and published on the Board's web site.

The competency framework specifies the required qualifications, skills, knowledge and experience for a registration or endorsement.

This policy deals with matters related to registration in the following categories:

- registration as a surveying graduate
- registration as a surveyor
- cadastral endorsement on the surveyor registration
- mining or engineering endorsement on the surveyor registration
- consulting endorsement on the surveyor registration
- registration as a surveying associate.

### POLICY

#### Competency Assessment - General

1. A person's competency can be assessed by the Board, or by an entity accredited by the Board.
2. Where a person seeks to have their competency assessed by the Board, they must provide evidence that they satisfy the units and elements of the relevant competency framework. This evidence can be in one of the following forms:
  - (a) written Career Episode Reports (CERs). The applicant can submit evidence progressively for assessment, or can submit evidence pertaining to all units at once. Evidence submitted progressively must comply with the Board's required process as set out in the document *Progressive Assessment of Competency*; or
  - (b) an oral presentation to an assessment panel convened by the Board. The applicant will be given time to give a presentation describing how the applicant meets all units of the relevant competency framework. Applicants must comply with the Board's required process as set out in the document *Competency Assessment by Oral Presentation*.
3. An applicant whose competency has been assessed by the Board, for registration as a surveyor or for a registration endorsement, will be interviewed by the Board prior to the Board making a decision regarding the application for registration or endorsement, to confirm elements of the competency assessment and to assist the Board in assessing whether the applicant is a "suitable person" for registration. Where the person has their competency assessed through an oral presentation, the interview will be incorporated in the oral assessment.
4. An applicant for registration or a registration endorsement who has been granted a certificate of competency by an accredited entity may be interviewed by the Board prior to the Board making a decision regarding the application for registration or endorsement, to confirm elements of the competency assessment and to assist the Board in assessing whether the applicant is a "suitable person" for registration.

## Academic Qualifications

1. The following sections specify degrees granted after 1997 which are acceptable for each category of registration.
2. Degrees granted prior to 1997 may be used at the discretion of the Board. Applicants with older degrees should request advice from the Board in writing. The request should include a certified copy of their degree certificate and a curriculum vitae.

## Competency Assessment – Surveying Graduate

1. To satisfy the qualification requirement for registration as a Surveying Graduate, applicants must supply a certified copy of a degree certificate for one of the following programs completed after 1997:
  - (a) a USQ Bachelor of Spatial Science Technology three year degree;
  - (b) a USQ Bachelor of Spatial Science or a QUT Bachelor of Urban Development four year degree;
  - (c) an Australian or New Zealand four year degree accredited by a Surveyors Board that is a member of the Council of Reciprocating Surveyors Boards of Australia and New Zealand (CRSBANZ); or
  - (d) an overseas qualification that has been assessed by the Bureau of Assessment of Overseas Qualifications as equivalent to an Australian or New Zealand four year degree;
  - (e) an overseas qualification that has been assessed by the Board as equivalent to the USQ Bachelor of Spatial Science Technology three year degree.
2. Applicants must also supply the training plan required by the framework.

## Competency Assessment - Surveyor

1. To satisfy the qualification requirement for registration as a Surveyor, applicants must hold one of the qualifications listed above for registration as a Surveying Graduate.
2. If evidence of the qualification has not been supplied to the Board previously in relation to another application (e.g. for registration as a Surveying Graduate) applicants must supply a certified copy of a degree certificate for the program.
3. The Board has prepared the competency framework for registration as a surveyor in the light of the content of tertiary surveying courses from the University of Southern Queensland (USQ) and the Queensland University of Technology (QUT). Knowledge and skills obtained through successful completion of those programs are not referenced explicitly in the competency framework. Therefore, applicants will need to provide evidence to the Board satisfying all units and elements of the competency framework.
4. Note: It is no longer a requirement to complete a Professional Assessment Project (PAP) for registration as a surveyor.

## Competency Assessment – Cadastral endorsement

1. To satisfy the qualification requirement for a cadastral endorsement, applicants must hold one of the following qualifications completed after 1997:
  - (a) a USQ Bachelor of Spatial Science or a QUT Bachelor of Urban Development four year degree;
  - (b) an Australian or New Zealand four year degree accredited by a Surveyors Board that is a member of the Council of Reciprocating Surveyors Boards of Australia and New Zealand (CRSBANZ); or

- (c) an overseas qualification that has been assessed by the Bureau of Assessment of Overseas Qualifications as equivalent to an Australian or New Zealand four year degree.
2. If evidence of the qualification has not been supplied to the Board previously in relation to another application (e.g. for registration as a Surveyor or a Surveying Graduate) applicants must supply a certified copy of their degree certificate for the program.
  3. The Board has prepared the competency framework for the cadastral endorsement in the light of the content of the competency framework for registration as a surveyor—the requirements in the surveyor framework are not repeated in the cadastral endorsement framework. Therefore, applicants will need to provide evidence to the Board satisfying all units and elements of the competency framework for the cadastral endorsement.
  4. The applicant must complete a Professional Assessment Project (PAP) that is relevant to the cadastral endorsement. An applicant can commence a PAP only after they meet the requirements of the relevant competency framework. On receipt of a PAP application, the Board will ascertain whether the proposed PAP is suitable and advise the applicant accordingly. The application must be in the format outlined in the Applicant Handbook.

### **Competency Assessment – Engineering or Mining endorsement**

1. The qualification requirement for an engineering or mining endorsement is the same as for registration as a surveyor.
2. The Board has prepared the competency framework for the engineering and mining endorsements in the light of the content of the competency framework for registration as a surveyor—the requirements in the surveyor framework are not repeated in the endorsement frameworks. Therefore, applicants will need to provide evidence to the Board satisfying all units and elements of the relevant competency framework for the endorsement.
3. The applicant must complete a Professional Assessment Project (PAP) that is relevant to the endorsement being sought. An applicant can commence a PAP only after they meet the requirements of the relevant competency framework. On receipt of a PAP application, the Board will ascertain whether the proposed PAP is suitable and advise the applicant accordingly. The application must be in the format outlined in the Applicant Handbook.
4. NOTE: As a general rule, persons seeking multiple endorsements will need to undertake a separate PAP relevant to each endorsement.

### **Competency Assessment – Consulting endorsement**

1. The Board has appointed the Spatial Industries Business Association (SIBA) as an accredited entity for assessment of competency of persons for a consulting endorsement.
2. A corporation is considered to satisfy the competency framework for a consulting endorsement if any director holds a current consulting endorsement.

### **Competency Assessment – Surveying associate**

1. A person satisfies the competency framework for a Surveying Associate if they supply a certified copy of an academic record showing satisfactory completion of:
  - (a) a USQ Associate Degree in Spatial Science; or
  - (b) two years (with a strong bias towards the core surveying subjects) of a degree mapped in December 2007 and published on the Board website as document SBQ-CF-0109\_Assoc Mapping (i.e. a USQ Bachelor of Spatial Science Technology; a USQ Bachelor of Spatial Science or a QUT Bachelor of Urban Development).

2. Alternatively a person can provide evidence of competency by completing a Surveying Associate Competency Assessment (SACA) using the documents available on the Board's web site.

### **Registration under Mutual Recognition**

1. Applicants for registration who hold an equivalent registration in another Australian jurisdiction or in New Zealand are entitled to registration in Queensland, without having to undertake a competency assessment in Queensland. This satisfies the long-standing reciprocal agreements reached through CRSBANZ, and the requirements of the *Mutual Recognition (Queensland) Act 1992*.
2. If the applicant had originally been assessed for competency in Queensland and no further assessments have been performed in other jurisdictions then the applicant is not entitled to be granted any endorsement that they did not hold previously.