

## ACA Experienced Practitioner Assessment (EPA)

**Matrix:** Mapping Performance Criteria (PC) from the National Standard of Competency for Architects (NSCA) 2015 to Applicant Project Portfolio. Each PC must be met by a minimum of 1 project.

Note all PC are to be met at level 'A' - Application of Knowledge & Skills in architectural practice.

Full details of the NSCA found here: <http://competencystandardforarchitects.aaca.org.au/about>.

Note that the relevant NSCA PC on the website refers to 'Overseas Architect Assessment' (as the previous name for this program.) *Last reviewed 7 Apr 17*

**Applicant name:**

Project 1:	Project 2:	Project 3:	Project 4:	Project 5:	Project 6:
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		Project 1:	Project 2:	Project 3:	Project 4:	Project 5:	Project 6:
<b>E1.</b>	<b>Unit 1 - Design: Project briefing.</b>						
1.1	Preparation & endorsement of an agreement between client and Architect. This agreement will clearly communicate terms, services to be provided, and fees appropriate for the scale and type of project.						
1.2	Establishment, analysis and evaluation of client project requirements and objectives.						
1.3	Assessment of project budget and timeframe against project requirements and objectives.						
1.5	Knowledge of different procurement processes available and evaluation of the impact these have on the project.						
<b>E2.</b>	<b>Unit 1- Design: Pre-Design.</b>						
2.2	Application of principles controlling planning, development and design for the project site.						
2.3	Evaluation of factors influencing and impacting on project cost.						
2.5	Attainment of approval from client of project budget and timeframe.						
<b>E3.</b>	<b>Unit 1- Design: Conceptual Design.</b>						
3.4	Design response incorporates assessment of relevant legislation, codes and industry standards.						
<b>E4.</b>	<b>Unit 1- Design: Schematic Design.</b>						
4.8	Analysis of schematic design in regard to cost planning and timeframe to comply with client and project requirements.						
4.9	Obtain approval for the design from client and and/or relevant stakeholders.						
<b>E5.</b>	<b>Unit 1- Documentation: Detailed Design.</b>						
5.7	Resolution of project design to address budget and time constraints.						
<b>E6.</b>	<b>Unit 2- Documentation: Documentation.</b>						
6.3	Incorporation of the project requirements and objectives in accordance with Project Brief and approved Detailed Design.						
6.7	Establishment of quality assurance systems to ensure consistency and completeness of project documentation in accordance with the requirement fo the project brief, project timeframe and project budget.						
<b>E7.</b>	<b>Unit 3 - Project Delivery: Procurement.</b>						
7.1	Identification of available procurement methods and assessment of relevance and application to the project.						
7.2	Selection of procurement method incorporates assessment of the impact on all phases of project including design, documentation and project delivery.						
7.3	Selection of procurement method incorporates assessment of the impact on contractual arrangements between all project stakeholders.						
7.4	Selection of procurement method incorporates assessment of the impact on selection, contracting and scope of work of consultants and specialist service providers.						
7.6	Knowledge and application of all administration and principles for the selected procurement method and associated contracts.						
<b>E8.</b>	<b>Unit 3 - Project Delivery: Construction Stage.</b>						
8.1	Selection process for appropriately qualified contractors is in accordance with procurement method and project contract.						
8.3	Identification and application of the process and administration systems needed to fulfil all obligations under project contract.						
8.4	Construction progress and quality is systematically reviewed and monitored as required under the contract provisions.						
8.5	Identification and application of all relevant processes required for certification of monetary claims, project variations, extensions of time, project instructions or other administrative responsibilities under the contract provisions.						
8.7	Identification and application of appropriate and consistent systems for record keeping and maintenance of document revisions.						
8.8	Ensure that warranties, schedules, as built documentation, certificates, approvals and other project information are completed and handed to the client and relevant authorities as required under the contract.						
<b>E9.</b>	<b>Unit 4 - Practice Management</b>						
9.1	Knowledge and implementation of appropriate practice model to ensure efficient, effective and ethical professional service.						
9.6	Knowledge and application of professional ethics and ethical practices in respect to practice management and provision of professional service.						
9.7	Knowledge of legal and regulatory requirements and obligations in regard to architectural practice, practice management and registration as an architect.						