

AACA Experienced Practitioner Assessment (EPA)

Matrix: Mapping Performance Criteria from the National Standard of Competency for Architects (NSCA) 2015 to Applicant Project Portfolio.

All Performance Criteria are to be met at level 'A' - Application of Knowledge & Skills in architectural practice. Each Performance Criteria must be met by a minimum of 1 project.

Within the NSCA, the Performance Criteria are organised by 9 Elements and 4 units. Full details of the NSCA can be found here: <http://competencystandardforarchitects.aaca.org.au/about>.

This form is used by both local and overseas experienced practitioners.

Applicant name:

Project 1:
Project 2:
Project 3:
Project 4:
Project 5:
Project 6:

| | | Project 1: | Project 2: | Project 3: | Project 4: | Project 5: | Project 6: |
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| E1. | Unit 1 - Design: Project briefing. | | | | | | |
| 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. | | | | | | |
| E2. | Unit 1- Design: Pre-Design. | | | | | | |
| 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. | | | | | | |
| E3. | Unit 1- Design: Conceptual Design. | | | | | | |
| 3.4 | Design response incorporates assessment of relevant legislation, codes and industry standards. | | | | | | |
| E4. | Unit 1- Design: Schematic Design. | | | | | | |
| 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. | | | | | | |
| E5. | Unit 1- Documentation: Detailed Design. | | | | | | |
| 5.7 | Resolution of project design to address budget and time constraints. | | | | | | |
| E6. | Unit 2- Documentation: Documentation. | | | | | | |
| 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 for the project brief, project timeframe and project budget. | | | | | | |
| E7. | Unit 3 - Project Delivery: Procurement. | | | | | | |
| 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. | | | | | | |
| E8. | Unit 3 - Project Delivery: Construction Stage. | | | | | | |
| 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. | | | | | | |
| E9. | Unit 4 - Practice Management | | | | | | |
| 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. | | | | | | |