Chartered Institute of Architectural Technologists

Chartered Architectural Technologist, MCIAT

Professional and Occupational Performance (POP) Record

Knowledge and Performance Portfolio

Candidate name:

Membership number:

May 2010

Supervisor details

Name of Supervisor:

Professional qualifications held by Supervisor (including date obtained):

Supervisor's job title:

Name of Supervisor's practice:

Supervisor's practice/organisation address:

Additional Supervisor details (if applicable)

Name of Supervisor:

Professional qualifications held by Supervisor (including date obtained):

Supervisor's job title:

Name of Supervisor's practice:

Supervisor's practice/organisation address:

Unit 1 Client and user requirements

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 2 Feasibility studies

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:

- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 3 Sustainable development

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:

- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 4 Project planning

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Supervisor's signature: _____ Date: _____

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Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 5 Health and safety

Underpinning knowledge

Please give detail of knowledge evidence. If you have an exemption then provide details of the qualification(s).

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 6 Regulations

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Supervisor's signature: _____ Date: _____

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Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 7 Concept design development

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 9 Technical design development

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:

- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 10 Design information management

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 11 Specifications

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____   Date: _____

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Supervisor's signature: _____ Date: _____

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Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:

- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 13 Contract compliance

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Supervisor's signature: _____ Date: _____

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 14 Project completion

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:

- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 15 Management of meetings

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s.

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:

- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 16 Professional relationships

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s

Supervisor's signature: _____ Date: _____

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:
- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Unit 17 Continuing professional development

Underpinning Knowledge

Please detail and record your knowledge evidence. If you have an exemption, then provide details of the qualification/s

Supervisor's signature: _____ Date: _____

Performance Evidence

Please detail and record your work place evidence ensuring the points below are provided:

- name of project/s being used
- a brief description of the particular aspect of the project and how it satisfies/demonstrates your competence
- where the evidence is stored (i.e. if within practice archive — c:\job12\brief letter)

Supervisor's signature: _____ Date: _____

Notes

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