

Professional Body	Competencies (Reference number)	Evidence of Competencies and Evidence Reference																			
		Contractor Quotation Breakdown	End of Year Liability Declarations	Project Cost Excel Workbook	JCT Minor Works Contract	Purchase Order on MTC Contract	Project Condition Stipulated in JCT Minor Works contract	Health and Safety induction	Praise from contractor and senior colleagues	Preparation of Tender documentation	Project Programmes	Contractor Progress reports	Decision to accelerate progress onsite	Major Projects Report	Pre contract meeting	Project Change Control	Project Reviews	Signed Project Definition Document	Building Control approval	Issues to senior stakeholders	Contractor performance reviews
		01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20
RICS	Commercial Management of Construction (T010)	L1	L2	L3										L3						L3	
	Contract Practice (T017)				L1	L1	L2														
	Development/Project Briefs (T024)													L2		L3	L1	L1			
	Leadership (SP001)								L3				L3							L1	
	Procurement and Tendering (T062)				L2	L1	L2			L2											
	Programming and Planning (T063)			L1						L2	L1	L2									
	Project Administration (T064)			L1							L1		L1	L1	L2	L2			L3		
	Project Audit (T065)															L2	L1				L2
	Project Evaluation (T066)																		L1		
	Project Process and Procedures (T068)													L2		L1					
	Risk Management (T077)													L1							
CIOB - PDP																					
Unit 1	Decision Making																				
Element 1	Investigating problems, causes and effects within job role												ACH	ACH						ACH	
Element 2	Determining solutions to problems							ACH					ACH	ACH						ACH	
Unit 2	Communication																				
Element 1	Effective meeting skills							ACH				ACH			ACH						
Element 2	Presenting information to various audiences	ACH		ACH				ACH		ACH	ACH		ACH	ACH	ACH	ACH		ACH		ACH	ACH
Unit 3	Managing Information																				
Element 1	Identifying and obtaining information required for job role	ACH								ACH	ACH				ACH	ACH	ACH	ACH			
Element 2	Processing work information to meet work objectives				ACH					ACH						ACH	ACH	ACH	ACH		
Unit 4	Planning and Organising																				
Element 1	Setting and reviewing objectives													ACH					ACH		ACH
Element 2	Planning activities and work methods							ACH			ACH		ACH	ACH					ACH		
Element 3	Monitoring and controlling work			ACH	ACH			ACH			ACH		ACH	ACH					ACH		ACH
Unit 6	Managing Health and Safety																				
Element 1	Identifying job responsibilities and practise under the health, safety and welfare legislation							ACH						ACH					ACH		
Element 2	Identifying hazards and assessing risks arising from work place activities							ACH				ACH		ACH							
Element 3	Identifying and describing implementation of risk controls							ACH						ACH							