



ENGINEERS  
AUSTRALIA

CHARTERED



## Information for Industry Reviewers

### **Why have I been asked to provide an Industry Review for a candidate?**

The Industry Review is the second part of the application process for a Professional Engineer, Engineering Technologist or Engineering Associate to obtain the Chartered credential. Candidates have first undertaken a Self-Assessment and rated themselves against the 16 Stage 2 Australian Engineering Competency Standards (2012). The full competency documents can be found on our website. Your review enables feedback to the candidate on how you think they measure up against the Chartered competencies. It also provides your view on their engineering competence to our Engineers Australia Assessors to help form an impression of what evidence needs to be provided by the candidate for assessment and tested at their Professional Interview.

### **Am I suitable to be an Industry Reviewer?**

An Industry Reviewer is ideally a Chartered Member of Engineers Australia or an Engineering team member with more than 7 years engineering experience.

They should also:

- Have knowledge of both the candidate and the work undertaken by the candidate
- Be in the same Area of Practice as the candidate
- Be willing and able to provide a review based on your knowledge of the applicant.

You can still act as an Industry Reviewer if you are not an Engineers Australia Member, not in the same Area of Practice as the Candidate and/or an Engineer (ie you may be in an allied profession), but will need to provide brief details of your qualifications and areas of practice so that our Assessors can understand the context of why the candidate has chosen you to review their competence.

### **Who do I contact for help or if I have any questions?**

Please contact our Member Services team on 1300 653 113 or via [memberservices@engineersaustralia.org.au](mailto:memberservices@engineersaustralia.org.au) who will be able to help you or put you in contact with one of our Chartered Assessors.

To find out more about the Chartered Process: [www.engineersaustralia.org.au/chartered/](http://www.engineersaustralia.org.au/chartered/)

Our Assessors may also get in contact with you directly if they have any questions or want to explore your Reviews further during the Assessment process.



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### What do I have to do?

1. You will receive an email request from a candidate asking you to provide a review. You have up to 21 days to action the request and will receive an email reminder at 14 days.
2. Please open the link provided in the email
3. You will see the details of the Elements of Competency (EoC) the candidate is asking you to provide a review on. Under each EoC, you will see what the Candidate has rated their own competence as, as well as their Evidence statement which is meant to give a brief overview of why their rating is what it is and what evidence they may have to back that rating up.
4. Consider the requirements of the EoC, your knowledge of the work of the candidate, their rating and Evidence statement and then provide your own rating. You will also need to provide a brief comment as to your reasoning for the rating. This comment is shown back to the candidate and you can provide a different rating to that selected by the candidate.
5. If you do not want to provide a Review, please select the "Decline Review" option under each EoC.
6. Once you have provided a rating and comment or declined, for all EoC provided to you, you will need to agree to a statement that you have provided your review in good faith.
7. Press submit & your Review is complete.

### What are the Ratings that I can provide? What about my Comments?

You can provide one of 4 ratings for each Element of Competency:

- *Developing*: An aspect of Practice that you are learning and where you need supervision to practise at an acceptable standard
- *Functional*: An aspect of Practice where you can act independently at an acceptable standard without help or supervision
- *Proficient*: An aspect of Practice where your ability to act independently is recognised as at a high standard and you can train and supervise others.
- *Advanced*: An aspect of Practice where you can lead teams, train others and can act decisively from experience and a very high knowledge base.

To be eligible to apply for Chartered, a candidate must be rated at Functional or above for all Chartered Elements of Competency.

Comments are mandatory. During the Industry Review, comments you provide are shown to the Candidate only. Once the candidate has completed their Industry Review and enrolls to provide their Evidence for Assessment, your comments may form part of the final Industry Review that is submitted to Engineers Australia's Assessors. Your ratings and comments will not be discussed with or shared to any third parties except in the instance that a Panellist is engaged to assist with the Professional Interview of the candidate. All Panellists will be Members of Engineers Australia and therefore bound by our Code of Ethics and Privacy policy. They will have access to the submitted information for the purpose and period of the Professional Interview only.



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### **What should I consider in providing my Review?**

1. Based on my knowledge of the candidate and the work they undertake or have undertaken, do I think the candidate is at the level for Chartered in their occupational category?
2. What do the Chartered Competencies say about what should be demonstrated to prove competency? Do I know that the work undertaken and indicated by the candidate is authentic, sufficient, and current enough to be used for their Chartered application?
3. Do I know of different work undertaken by the candidate that may be more appropriate I could suggest to them?
4. If they are not yet at the level of a Chartered Engineering professional, and have rated themselves as Developing, what advice or guidance could I provide to them to help them get to the next rating level?