

Quantity Surveying Chapter

Frequently Asked Questions
April 2024



1. Why Register?

It is a legal requirement. A person can only practice quantity surveying with a valid practicing certificate issued by SRB in accordance with SRA 1974.

2. What is APC?

The APC (Assessment of Professional Competence) is a process used by the Institution of Surveyors of Uganda (ISU) to assess candidates who wish to become Professional members.

The processes aid in evaluation of their competence, knowledge, and skills to ensure they are capable of practicing as Registered Surveyors.

3. What are the components of the APC?

A defined period of structured training/professional experience, which is a minimum of 2 years as a graduate member.

Mandatory requirements are;

- 1. Logbook based on specific chapter requirements.
 - 2. Summary of Experience.
 - 3. Valid Ethics training Certificate
 - 4. Continuing Professional Development (CPD) records.
 - 5. Critical Analysis Report & Presentation.
- Interview.

4. Where can I find information on the requirements for registration?

Information on the requirements for registration can be found on the ISU website, where forms, templates, and other relevant documents are available for download.

Additionally, you can contact the ISU secretariat or your counsellor to obtain these templates.

5. Where should a graduate member begin the APC process?

A graduate member is advised to attend an APC clinic. There, they will receive detailed training on APC requirements and guidance on where to start.

6. How do I become a Graduate member with ISU? What are the requirements?

Filling application forms downloadable from the ISU website and pay the prescribed annual subscription fees due.

7. What is the distinction between a supervisor and a counsellor, and how do I select them?

A supervisor, who should be an RSU with a minimum of 2 years' post-registration experience, has day-to-day responsibility for the candidate and is familiar with their work.

It's preferable that the candidate has worked under the supervisor on the projects presented in their Critical Analysis Report.

On the other hand, a counsellor is an RSU (mentor) that hand-holds the training program, monitors progress, and guides the candidate throughout the APC process.

8. What are the different levels required to demonstrate a competency?

The competencies are defined at three levels of attainment

Level 1 – Knowledge and understanding

Level 2 – Application of the knowledge and understanding in practice

Level 3 – Reasoned advice and depth of technical knowledge

9. What are the different categories of the competency required of a Quantity surveyor?

The competencies are in three distinct categories:

Mandatory competencies – the personal, interpersonal, professional practice and business competencies common to all chapters and compulsory for all candidates.

Core competencies – the primary competencies of a QS.

Optional competencies – a set of competencies selected by the candidate from a list defined for the particular chapter. In most cases there is an element of choice.

10. What competencies are required of a QS?

The core competencies of a QS include the following:
EITHER Commercial Management of Construction (for contractors QS) OR Design Economics and Cost Planning (PQS)
Contract Practice Construction Technology and Environmental Services
Procurement and Tendering Project Financial Control and Reporting
Quantification and Costing of Construction Works
All the above must be filled across all Levels; L1,2&3

11. What does the Critical Analysis Report (CAR) entail?

The CAR is a crucial document in the APC final assessment. It requires candidates to demonstrate their competence by reviewing components of their selected projects or processes.

They must show how they resolved or mitigated key issues in a unique situation, offering value and satisfaction to the project and its stakeholders

12. What is the structure of a Critical Analysis Report(CAR)?

See attachments to this FAQ document or check ISU website

13. How many key issues should a candidate address in their CAR?

Candidates should select at least two key issues in their CAR to demonstrate a broad range of experience and level 3 competencies, allowing for detailed analysis of their options and choices.

14. How many options do I need to critically analyse for each key issue?

Candidates can analyse 2-4 options, but focusing on just two options can limit their ability to demonstrate critical analysis. This approach is seen as either/or and shallow. However, analysing only two options may be suitable for complex projects.

15. How many projects can I use as a basis for writing my CAR?

Candidates can choose to base their CAR on one project, but it is recommended to write about two projects, each addressing its own key issue.

16. Is it mandatory to choose a project in which a candidate has been involved from the start to the final account for the CAR?

While not mandatory, it is recommended to select a project in which a candidate has been involved from start to final account. Candidates who have only been involved in the pre-contract stages of a project are unlikely to demonstrate more than two core competencies in the key issue. This is why candidates are advised to choose two projects to ensure they can address experiences across the entire lifespan of projects.

17. How far back should a candidate with over 10 years of experience date their logbooks?

Logbooks should ideally cover the most recent two years, but this is a recommendation, not a strict requirement. Candidates can start filling in the competencies and prepare for their APC and PA interviews once they feel their logbook has captured a significant record of their experience and competencies.

18. Is it mandatory to select a project that has been supervised by an RSU?

Yes, it is mandatory for a project selected for the CAR to have been supervised by an RSU. However, there are ongoing discussions to relax this requirement or introduce other supervision guidelines to support the registration of Qs, especially those employed with contractors and other infrastructure projects.

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20. How long is the waiting period from being elected a PA to applying to the SRB for registration?

There is no waiting period. Once elected as a PA by the ISU council and receiving the letter of admission to PA membership, candidates are free to apply to the SRB for registration.

18. Does ISU or SRB conduct a preliminary review of candidates' submissions before inviting them for interviews?

Yes, both ISU and SRB conduct a preliminary review of candidates' documents before inviting them for their final interview. At ISU, reviewers provide comments on the submissions, highlighting areas for improvement and correction. Once these are addressed, candidates are given approval by the ISU secretariat to print, sign, and submit their documents. They are then scheduled for interviews.

QUICK LINKS TO THE ISU WEBSITE AND DOCUMENTS

- 1 ISU Website: <https://surveyorsofuganda.org/>
- 2 student member application form <https://surveyorsofuganda.org/wp-content/uploads/2020/10/STUDENT-FORM-2019.docx>
- 3 Graduate member application form https://surveyorsofuganda.org/wp-content/uploads/2023/01/GRADUATE-FORM-EDITED_28-07-2022.docx
- 4 Profession Associate Application form (QS) https://surveyorsofuganda.org/wp-content/uploads/2023/01/QS_Professional_Associate.-APPLICATION-FORM_2023.doc
- 5 QS Log book https://surveyorsofuganda.org/wp-content/uploads/2020/10/QS-Candidate_Guidance-Logbook-1.docx



-  Karobwa Towers, Nkrumah Rd, 5th floor - Rm 001
-  P.O. Box 2122 Kampala, Uganda
-  +256 (0)414 251258, +256 (0)702 491092
-  isusecretariat@gmail.com, info@surveyorsofuganda.org
-  www.surveyorsofuganda.org
-  Institution of Surveyors of Uganda (ISU)
-  @SurveyorsofUG
-  surveyorsofug
-  institution-of-surveyors-of-uganda