Chartered Environmentalist (CEnv)

Application form

Before completing this form, please ensure that you have read the   
Chartered Environmentalist Candidate Guidance Notes.

For your form to be processed successfully, you are required to include a copy of your current curriculum   
vitae and appropriate payment. Failure to do so will result in a delay in processing your application.

**PLEASE COMPLETE THIS FORM IN CAPITAL LETTERS AND BLACK INK** (If completing by hand)

# SECTION A – I wish to apply for the following:

Please tick appropriate box

Chartered Environmentalist (CEnv)

# SECTION B *(All applicants)*

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| --- | --- | --- | --- | --- | --- | --- |
| Title: Mr/Mrs/Miss/Ms/Dr/Other *(please specify):* | | |  | | | |
| Surname: |  | | | | | |
| Forename(s): |  | | | | | |
| Home address: |  | | | | | |
|  | | | | | | |
|  | | | | | Postcode: |  |
| Telephone: |  | | | Mobile: |  | |
| Email address: |  | | | | | |
| Membership number: |  | Practice reference number *(if applicable):* | | |  | |

WORK DETAILS

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| --- | --- | --- | --- | --- |
| Employer: |  | | | |
| Address: |  | | | |
|  | | | | |
|  | | | Postcode: |  |
| Telephone: |  | Fax: |  | |
| Email address: |  | Website: |  | |

# SECTION C – Summary of experience (maximum 500 words)

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# Section D – Competency statements

This personal statement relates to your own professional context and the thirteen competences required of a CEnv.   
Use additional pages if required.

A. Application of knowledge and understanding of the environment to further the aims of sustainability.

A1. Have underpinning knowledge of sustainability principles in the management of the environment.

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A2. Apply environmental knowledge and principles in pursuit of sustainable development and environmental management.

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A3. Analyse and evaluate problems from an environmental perspective, develop practical sustainable solutions and anticipate environmental trends to develop practical solutions.

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B. Leading Sustainable Management of the Environment.

B1. Influence other to promote behavioural and cultural change to secure environmental improvement beyond legislative compliance.

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B2. Promote a strategic environmental approach.

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B3. Demonstrate leadership and management skills.

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C. Effective Communication and Interpersonal Skills.

C1. Communicate the environmental case, confidently, clearly, autonomously and competently.

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C2. Ability to liaise with, negotiate with, handle conflict and advise others, in individual and/or group environments (either as a leader or member).

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D. Personal commitment to professional standards, recognising obligations to society, the profession and the environment.

D1. Encourage others to promote and advance a sustainable and resilient approach by understanding their responsibility for environmental damage and improvement.

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D2. Take responsibility for personal development and work towards and secure change and improvements for a sustainable future.

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D3. Demonstrate an understanding of environmental ethical dilemmas.

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D4. Comply with relevant codes of conduct and practice.

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# Section E – Declaration

I submit this form and additional documentation as an accurate record in support of my application as a Chartered Environmentalist. I fully understand the requirements as a Chartered Environmentalist as set out in the *Chartered Environmentalist Guidance Notes*. I agree to accept the decision of the Institute regarding my eligibility for election.

I declare that I will comply with CPD requirement as laid down by my Constituent Body, CIAT.

As a Chartered Environmentalist I will:

* Act in accordance with the best principles for the mitigation of environmental harm and the enhancement of environmental quality;
* Strive to ensure that the uses of natural resources are fair and sustainable taking account of the needs of a diverse society;
* Use my skills and experience to serve the needs of the environment and society;
* Serve as an example to others for responsible environmental behaviour;
* Not engage in conduct involving dishonesty, fraud, deceit or misrepresentation or discrimination; and
* Commit to maintaining my personal professional competence and strive to maintain the integrity and competence of my profession.

I declare that I have read and understood the Code of Ethics for the Society and will endeavour to uphold these principles in my professional capacity.

I understand an annual fee must be paid to remain included on the CIAT Chartered Environmentalist Register, subject to retention of Chartered Membership. Failure to pay said fees will result in termination of my register entry.

Once entered onto the CIAT Chartered Environmentalist Register, I am happy for my details to be made available to the public, by CIAT and its services, with respect to environmental work. Should this change, I will contact the Institute. I will keep CIAT informed of any change in my circumstances in writing, which may affect my membership. Submissions remain the property of CIAT and will be used in publicity material accordingly.

I declare that I will comply with the CPD requirements as laid down by CIAT and its *Code of Conduct*.

**Data protection**

I understand that the information contained in this form will be processed in accordance with the data protection principles en shrined in the General Data Protection Regulations (GDPR) 2018.

I also understand that details pertinent to my application, registration and Chartered status history will be held on computer in terms of the General Data Protection Regulations (GDPR) 2018. I agree to my contact details being used for the purposes of establishing and maintaining registration or support for the Society for the Environment or providing or administering activities for Chartered Environmentalists.

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| Signature of Applicant: |  | Date: | /  / |

# Checklist for applicants

Please tick appropriate box

All sections of the application form

Cheque enclosed made payable to CIAT Registers Ltd

Signed the declaration

x2 supporting documentation of academic qualifications, curriculum vitae, CPD undertaken and report on a CD/USB memory stick

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| **Please return this form to:**  International Department  Chartered Institute of Architectural Technologists  397 City Road,  London,  EC1V 1NH, UK |  | **For any queries please contact the International Department:**  **T.** +44 (0)20 7278 2206  **E.** cenv@ciat.org.uk  ciat.org.uk |

# Guidance notes for completion of application

1) Your accompanying CV and report (four bound copies of each) should be a substantial document that demonstrates the relevance of the applicant’s qualifications and experience. Please ensure that your CV gives details of qualifications and relevant employment/experience, including a job description for your present post. Employment details should be listed in reverse chronological order.

2) The report should be written in the first person (I have been responsible for….I have developed…..); The first part of the report will be a career review and should demonstrate how the applicant’s work based practice and career to date have led to a level of all-round professional competence. The second part of the report will be a review of relevant projects or specified activities demonstrating competence.

* Demonstration of how the competencies have been achieved, breadth of knowledge has been developed and how the applicant is engaged in sustainable management of the environment; and
* Evidence of academic qualification with details of specific training courses attended.
* It should relate to actual work for which the applicant has been personally responsible and can be taken from more than one project or activity. The report must be cross referenced against the achievement of the elements of competence. These competences are at the heart of the process and have been designed to measure vocational training, experience and awareness.

3) All reports shall be validated by at least two mentors, sponsors or supervisors, who shall confirm that the report represent the applicant’s own work and confirm their relationship with the applicant.

To be completed by sponsors

I confirm that the candidate for CEnv status is known to me and that the above summary is a true representation of their experience and competences.

Sponsor 1

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| --- | --- | --- | --- |
| Name: |  | | |
| Professional Qualifications: |  | | |
| Relationship: |  | Years known: |  |
| Signature: |  | Date: | /  / |

Sponsor 2

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | | |
| Professional Qualifications: |  | | |
| Relationship: |  | Years known: |  |
| Signature: |  | Date: | /  / |