



BUILDING DESIGNERS
ACCREDITATION & TRAINING

ACCREDITATION FOR BUILDING DESIGNERS

INFORMATION FOR APPLICANTS

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This document is to be read in conjunction with the BDA&T
Accreditation Competency Standards for the Provision of Building Design Services

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Building Designers Association of Australia

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INTRODUCTION

The public and other users of building design services have a right to expect that those operating within the industry are competent in the area of service they offer. They also have the right to choose the range of service appropriate to their situation.

Competency is the ability to apply skills and knowledge to the job in order to achieve the required outcomes in the workplace. Competency standards define the outcomes required, provide benchmarks which allow the assessment of competency and provide a means of recognition of competency wherever or however it is gained.

Because of the variety of backgrounds of persons currently involved in the building design industry it is important that these standards provide measurable benchmarks on which the competence of the individual can be gauged.

In an effort to raise the standard of building construction documentation and to provide greater levels of professionalism to clients, builders, contractors and Councils, Building Designers Association of Australia (BDA Australia) has introduced a program of independent accreditation for Building Designers through its training arm, Building Designers Accreditation and Training (BDA&T).

This program is endorsed and promoted by the BDA AUSTRALIA for its members and non members alike and applies to all building design practitioners not covered by alternate and appropriately recognised schemes. The program is recognised by TAFE NSW, TAFE Tasmania, MBA, NSW Dept Family & Community Services for Building Designers practicing in the NSW child care industry and NSW Dept Planning and Innovation for Low Rise Medium Density Complying Development projects.

BDA&T works closely with a number of Registered Training Organisations (RTO's) to develop, maintain and deliver the competency training required to meet the expectations of government and the building industry as a whole.

Any Building Designer who wants to undertake voluntary accreditation as a pathway to further education under the Recognition of Prior Learning (RPL) process or to simply raise their profile and recognition within the building design industry is strongly encouraged to consider membership of the BDA Australia, as opportunities are provided to network with other like-minded Building Designers and Continuing Professional Development (CPD) activities are readily available at Chapter meetings.

LEVELS OF ACCREDITATION

The Building Designers Accreditation & Training program issues Accreditation in three levels as follows:



LOW RISE ACCREDITATION

SCOPE OF WORK

- The design and documentation of Class 1 & 10 buildings as defined by the National Construction Code series/Building Code of Australia classifications
- Class 2 buildings up to a maximum of two storeys (not including levels below ground provided for car parking or storage, or both, that does not protrude more than 1.2 metres above ground level)

Note: This category of Accreditation does not include Type A construction as defined by the National Construction Code series/Building Code of Australia classifications



MEDIUM RISE ACCREDITATION

SCOPE OF WORK

- The design and documentation of Class 1 & 10 buildings as defined by the National Construction Code series/Building Code of Australia classifications
- The design and documentation of Class 2 buildings up to a maximum rise of 3 storeys and a maximum floor area of 2,000m²
- Buildings with a maximum rise in storeys of 4 storeys in the case of a building that comprise of only a single storey of Class 7a car park located at the ground floor level or basement level and with 3 storeys of Class 2 above and with a maximum floor area of 2000m²



OPEN ACCREDITATION

SCOPE OF WORK

- The design and documentation of all Classes and Types of buildings as defined by the National Construction Code series/Building Code of Australia classifications

Note: In NSW multi storey residential buildings containing 3 or more storeys and 4 or more units may only be designed under the direction of a registered Architect. Building Designers in NSW who wish to be assessed for this type of design may undergo assessment under the Built Works Program of Assessment (BWPrA) conducted by the NSW Architects Registration Board

UPGRADING OF ACCREDITATION

Accredited Building Designers may make an application to upgrade to a higher level at any time.

APPLICANT QUALIFICATION

Successful completion of a prescribed educational course determines the Assessment Model to be used in evaluating the applicant. A combination of academic qualification and experience (whether specific or general) is used for all Assessments. See Accreditation Manual for further details.

COMPETENCY STANDARDS

All applications will be assessed against the Competency Standards listed in the Accreditation Manual for the Provision of Building Design Services as endorsed by the Building Designers Accreditation & Training committee.

CURRENCY

Accreditation assessment is valid for a period of 3 years. On the 3rd anniversary an audit will be conducted on accredited building designers to ensure that they are maintaining an acceptable level of competence commensurate with their level of accreditation.

ASSESSMENT PANELS

Application will be assessed by an Assessment Panel to be appointed by the Accrediting Authority. Membership of the Panel is at the discretion of the Accrediting Authority and will depend on the Accreditation Level applied for, Assessment Type required and other matters considered of relevance. A typical Panel will have four members and will consist of:

- Independent Assessor
- Building Designer
- Design Professional/Academic



ASSESSMENT PROCESS

APPLICATION PROCEDURE

Each applicant must complete an Application Form and submit the form together with the required portfolio of documentation and the prescribed fee to the Accrediting Authority.

PROCESSING APPLICATIONS

ON RECEIPT OF AN APPLICATION, THE ACCREDITING AUTHORITY WILL:

1

Check that the application is completed correctly

3

Appoint an Assessment Panel

2

Record receipt of the application

4

Forward the application to the Assessment Panel

ASSESSMENT

ON RECEIPT OF THE APPLICATION, THE ASSESSMENT PANEL WILL:

1

Check that the application is completed correctly

4

Review the project documentation as submitted

2

Confirm the experience component

5

Assess the applicant's design report and self-assessment report (where required)

3

Assess the scope of the applicant's involvement in each project submitted

6

Assess the performance statement as submitted

REPORTING

Following the assessment process the Assessment Panel must submit a report recommending that the applicant:

1. Is competent to the standard required for Accreditation, OR
2. Could not be fully assessed on the evidence provided and should be invited to undergo further assessment, OR
3. Is not competent to the standards required for Accreditation.

ASSESSMENT OUTCOMES

Once the Assessment Panel report is received and, in the absence of any further evidence not available to the Assessment Panel at the time of issuing the report, the Accrediting Authority will, in accordance with the recommendation of the panel,

- a. Issue a certificate of Accreditation, OR
- b. Advise the applicant that further assessment is required and listing the competencies that need further assessment, OR
- c. Advise the applicant that the application had not been successful and the reasons for the rejection of the application.

APPEAL/REVIEW PROCESS

An applicant who is not satisfied with the outcome of the application outcome may appeal the result by requesting a review of the assessment by a second Assessment Panel. The appeal must be in writing and must set out the grounds on which the review should be considered. On receiving an appeal, the Accrediting Authority will appoint a second Assessment Panel to review the original application. This process will be identical to the original assessment, but the second Assessment Panel will be aware of the grounds for the appeal.

RELEVANT EXPERIENCE

Relevant experience is defined as experience in the scope of work being applied for. For example, for an applicant for Building Designer Low Rise - experience in designing residential buildings as defined in the scope of Work for the accreditation level; and for an applicant for Building Designer Medium Rise - designing of buildings as defined in the scope of work for the accreditation level and; for an applicant for Building Designer Open - design of all building types including those of a complex nature.

Applicants are required to have a prescribed experience component. The term of experience is dependant upon qualifications and the relevancy of the experience, but it is not required to be related experience. Applicants who do not have relevant experience commensurate with the level applied for will be required to prepare at least one "set assignment project".

DESCRIPTION OF SUBMISSION TYPES

A - Working Drawings and Specifications

- Working drawings (and specifications where required) for at least two projects of class as specified for the accreditation Level being applied for where the applicant does not have "relevant experience" across the full scope of work being applied for, one project may be prepared from a brief supplied by the Assessment Panel
- Electronic submissions only will be accepted. All documentation to be in PDF format

B - Applicant Involvement Report

A written report certified by the applicant (self employed applicants only), applicant's employer or supervisor detailing the scope of the applicant's involvement in the projects (for own projects) or certified declaration that the work is by the applicant (set assignment projects)

C - Self Assessment Report

Completion of the Self Assessment report is mandatory for applications under Assessment Types 'B' and 'C'

D - Performance Report

Supporting documentation supplied by one or more of the client, builder/project manager or building surveyor indicating satisfactory performance of the work (for own projects only)

OPTIONAL ADDITIONAL INFORMATION including references and other supporting documentation may be submitted to support the application where desired



INTERVIEW

Will test knowledge of the building industry, legislation and communication skills

EVIDENCE OF COMPETENCY

The Assessment Panel will be assessing the application against a list of “Evidence Guides” in accordance with the “Competency Standards for the Provision of Building Design Services”

PRESCRIBED FEES FOR ACCREDITATION

BDA AUSTRALIA MEMBER

Processing initial application, including ratification by Assessment Panel for process A, B & C type applicants	\$990.00*
Additional Assessment Panel involvement, including ratification by Assessment Panel for process B or C type applicants an additional charge will be made	\$220.00*
Level Upgrade Fee	\$250.00*
Annual Review	\$275.00*

* Members of Associations with Memorandums of Understanding in place with BDA Australia may apply at BDA Australia Member Rates. Check with your association or contact the Accreditation Authority.

NON BDA AUSTRALIA MEMBER

Processing initial application, including ratification by Assessment Panel for all application types	\$990.00
Additional Assessment Panel involvement, including ratification by Assessment Panel for process B & C type applicants an additional charge will be made	\$330.00
Level Upgrade Fee	\$440.00
Annual Review	\$375.00

ALL APPLICATIONS ARE TO BE SUBMITTED ELECTRONICALLY TO: accreditation@bda.training

All figures include GST.



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BDA&T is the Accreditation and Training Arm of the BDA Australia