



New Zealand
Institute of
**BUILDING
SURVEYORS**

**CONDITIONS AND ACCEPTANCE
STUDENT MEMBER AGREEMENT
2019**



New Zealand
Institute of
**BUILDING
SURVEYORS**

New Zealand Institute of Building Surveyors Inc.
Ph: 0800 11 34 00
www.buildingsurveyors.co.nz

Noeline Clark
NZIBS Institute Secretary
Email: secretary@buildingsurveyors.co.nz
PO Box 1283, Dunedin

LinkedIn:
(NZIBS) New Zealand Institute of Building

Facebook:
NZ Institute of Building Surveyors - NZIBS



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Introduction to NZIBS

The New Zealand Institute of Building Surveyors is a national body of skilled, professional building consultants who have extensive knowledge and experience in construction and building related matters.

The Institute was started in 1994 and has Registered Members up and down the country. Our members work closely with other professionals within related organisations including central and local Government, the Construction Industry Council (CIC), Building Research Association of New Zealand (BRANZ), Architects (NZIA), and Architectural Designers, Quantity Surveyors, Engineers and Builders.

In the United Kingdom this is a tertiary qualified profession. Over recent years surveyors from the United Kingdom have immigrated to New Zealand, to take up this profession within NZ, which required some re-training around NZ building practices and its regulation.

NZIBS has over 200 members and this is growing rapidly. The Tertiary sector is now recognising the need for this profession in New Zealand. Tertiary institutions over the next few years are looking to launch a new degree programme specific to the Building Surveying profession.

Since around year 2001, following the widely publicised 'Leaky Building' problems in NZ our members have been in great demand. Our members are well known to the legal profession and many members have acted as experts' in a very large proportion of 'leaky' and other building defect cases. Our members have been at the forefront of getting these damaged buildings remediated.

The industry knows of the skills shortage issues around achieving good building standards and now that the financial sector has taken more interest around 'Pre Purchase Inspections', there is significant demand for Registered Building Surveyors.



NEXT STEPS

What does a Registered Building Surveyor do?

Provide Expert Advice on construction related matters. Registered Building Surveyors are experienced in acting as independent and impartial experts and providing advice and evidence in legal disputes relating in construction related matters, including defective workmanship and leaky building claims.

Within the Institute as a whole, the available expertise includes:

- Investigation and Reporting on building defects
- Remediation design and contract administration of building work
- Development monitoring of construction projects - often outside/independent of the development team
- Dilapidation Reports - Landlord / Tenant leasehold disputes or leasehold reinstatement/Make Good provisions & Schedules of leasehold space condition at lease commencement.
- Dispute Resolution - Expert witness advice
- Building technology advice
- Building maintenance reports / Long Term Maintenance Plans
- Schedule of condition reports, related to building fabric or for Due Diligence purpose in property transactions
- Pre-purchase reporting on residential dwellings
- Insurance assessment / reinstatement advice, relation to claims or for building remedial requirements following an insured peril incident

To learn further please visit our website; www.buildingsurveyors.co.nz



NEXT STEPS

NZIBS Membership Overview

Membership of the New Zealand Institute of Building Surveyors Inc. (NZIBS) is open to anyone who is studying in the construction industry, or holders of, professional construction industry qualifications in fields such as Building Surveying, Architecture, Engineering, Quantity Surveying, Construction Management, Building Sciences etc.

Membership is also open to those with a significant degree of experience in the construction industry and in Building Surveying without necessarily having formal professional qualifications.

The New Zealand Institute of Building Surveyors Inc. has one class of full membership – Registered Membership. There are two earlier stages that may lead to Registered Membership, these stages are;

STUDENT

Student Membership is open to all those currently studying for a construction related qualification. Student Membership is not open to those that are in full time employment.

When a Student Member starts working full time they must relinquish their Student Membership and apply for Transitional Membership if they wish to remain within the Institute.

TRANSITIONAL

Transitional Membership is a preliminary stage of membership for all those that apply for and are in the process of completing requirements to become a full Registered Member.

Transitional Members must be actively practicing as Building Surveyors in New Zealand and must complete the Institute's assessment of professional competence process to progress Registered Membership.

REGISTERED

Registered Membership is for those Members who actively practice as Building Surveyors in New Zealand and have satisfied the Institute that they meet the criteria for Registered Membership by completing the assessment of professional competence process.

There are two preliminary stages that applicants may go through to achieve Registered Membership status – Student and Transitional Membership.



NEXT STEPS

At the end of a Member's working life as a Building Surveyor, Members can choose to become a Retired Member. Alternatively for Members that have made a significant contribution to the Institute over their working life, the Member can be nominated as a Life Member, which may be endorsed by the general membership.

If you wish to learn more about being a member of the New Zealand Institute of Building Surveyors, please go to the NZIBS website; www.buildingsurveyors.co.nz or Ph: 0800 11 34 00.



NEXT STEPS

STUDENT MEMBERSHIP

The category of Student Membership is intended to provide the opportunity for applicants who do not meet the educational and experience requirements for Transitional Membership as defined in Regulation 01 to prepare themselves for entry into the Institute as a Student Member.

All Student members must reside in New Zealand and meet the requirements of Regulation 04 – Annual Membership Programme. The Executive may grant dispensation in part or in whole regarding the requirements of the work verification programme upon written application from the Student member.

Qualifications for Student Membership

- Student Membership is open to all those currently studying full-time in a construction related qualification. Student Membership is not open to those that are in **full time employment**.
- When a Student Member starts working full time they must relinquish their Student Membership and apply for Transitional Membership if they wish to remain within the Institute.
- Be able to substantiate that they are of good standing in the community at large;

Application Fee

There is no application fee for student membership.

Membership Fee

There is no membership subscription fee charged for student membership.

Where the Student Member advances to another status level in the Institute, an adjustment will be made to the annual subscription with the difference in fee being pro-rata'd against original portion of the financial year.

Use of Initials

No use of the Institute initials is available or a practice certificate issued for Student Membership.



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Study Plan

Within a 4-week period from Student Membership acceptance, the Student Member must provide to the NZIBS General Manager a study plan outlining the following:

- Confirmation of your full-time study programme which meets the Educational requirements as a student member.
- A proposed reading program of technical and trade publications.
- A proposed attendance at NZIBS CPD seminars and technical workshops.
- A proposed plan to develop personal presentation and communication skills.
- A programme to gain the experience component required as the next step to becoming a Transitional Member, which will work towards the pathway of becoming a Registered Membership as recommended by the Membership committee.

All costs associated with achieving the requirements of the Study Plan shall be at the Student Member's expense.

The above study plan is to be sent through to the Institute Secretary on the anniversary of your student membership.

Should your full-time study change and or you start working, and you wish to continue your membership with NZIBS, you will need to apply for Transitional Membership.

The next stage of membership is to become a NZIBS Transitional Member. A separate application, along with supporting documentation including an interview would be required, for the purpose of acceptance to become a Transitional Member. NZIBS offers quarterly membership intakes per annum.



NEXT STEPS

CONDITIONS OF ACCEPTANCE AS A STUDENT MEMBER AGREEMENT

I, _____ agree to the following terms and conditions:

To achieve acceptance for NZIBS Student Membership you must comply with the following:

- Reside and study in New Zealand
 - The maximum period for Student Membership is **five years**
 - Accept and sign the conditions of Student Membership agreement
- As a student member you are NOT able to use the NZIBS logo or communicate or confirm that you are an NZIBS Member. Only Registered Members can use the Institute's initials/logo. Student, Transitional and Retired members are not entitled to use the Institute's initials.
- The student member shall be entitled to some member privileges and is entitled to have access to the NZIBS newsletters, members discount to events, no subscription fees - but with no access to member sections on the website, chatrooms and no voting rights.
- The student member shall be diligent in reporting to the Executive and maintaining the agreed study plan annually, on the required regular basis.
- Failure to complete the requirements of the study plan within the maximum period of Student Membership being five (5) calendar year period from the date of acceptance will require your student membership to be reviewed by the executive and pending that review, this may result in termination of your student membership.
- Any Core Training Modules the student member attends as part of an agreed study plan requires the examination of that module to be at or above 70% to achieve a pass mark. If you do not get the pass mark on your first attempt, you will need to re-sit the Core Module examination. As of the 1st June 2015 any Core Module Examination resits will need to be completed within the calendar year of completing the Core Module course, otherwise you will need to attend the Core Module course again, at your expense.
- This applies also if you fail a Core Module Resit Examination twice during the same calendar year of attending the module, and if that occurs you will need to attend the relevant Core Module again, at your expense. For those who find they have to attend a Core Module course more than once within a three-year period because you have not met a pass level of 70%, NZIBS will offer a reduced registration fee at the subsequently attended Core Module course, at the discretion of the NZIBS Executive Committee. This offer does not apply to any other NZIBS training event.



NEXT STEPS

CONDITIONS OF ACCEPTANCE AS A STUDENT MEMBER - AGREEMENT – continued:

- Any resit examination that is taken at a later date will incur a resit administration charge; please refer to the registration form, for the charge. Any course information that is requested at a later date will incur an administrative charge of at least \$25.00. Please ensure you keep your pre course notes and attendance certificates in a safe place.
- There shall be an automatic stand down period of one year prior to approval to resit the same failed Core Module exam for a third time.
- The Student Member shall abide by the Rules and Regulations of the Institute.

Signed:

Date:

Address:

Email address:

Phone:

Mobile:



NEXT STEPS

CONDITIONS OF ACCEPTANCE AS A STUDENT MEMBER AGREEMENT

Code of Ethics declaration

The Institute is committed to the highest standards of professional conduct on the part of its Members, who shall at all times conduct themselves in such a way that the professionalism of the Member and the Institute is upheld.

Competence

1. Instructions received from the client, or the client's agent, shall be confirmed in writing from the client and/or confirmed back in writing in sufficient detail to avoid any misinterpretation.
2. Members shall provide the client, or the client's agent, with a Consulting Agreement that includes Specific Terms and Conditions of Contract and specifies the services to be provided by the Member, unless a formal term contract or agreement is in place for the provision of services.
3. *Note: The Institute has produced a standard template that Members may utilise. Copies of this can be downloaded from the Members section of the website under Consultancy Services Agreement.*
4. Members' professional services should be relevant, accurate, and address the requirements and needs of the client.
5. Members shall only undertake work within their area of expertise and competency.

Conflict of Interest

Members must not involve themselves, or alternatively shall remove themselves, from any situation having a conflict of interest.



NEXT STEPS

CONDITIONS OF ACCEPTANCE AS A STUDENT MEMBER - AGREEMENT – Continued:

Code of Ethics declaration

Conduct

No member shall:

1. Accept any secret trade discount, commission or allowance in connection with any service for which they are engaged;
2. After acceptance of an engagement, terminate the contract without just cause thereby failing to fulfil their professional obligations; or
3. Accept engagement as a building surveyor and divulge to another person, firm or company any information of a confidential nature relating to the business activities of the client, without the expressed permission in writing; or
4. Conduct themselves in such a manner as to prejudice the profession of building surveying, or the status or reputation of Members of the Institute; or
5. Obtain registration by misrepresentation as to their eligibility or qualifications; or
6. Be guilty of reprehensible conduct either in the practice of their profession or at a meeting of the Institute; or
7. Use any professional designation by description or initials to which they are not entitled; or
8. Be entitled to remain a member having been convicted of a serious criminal offence.

Discipline

Any breach of this Code of Ethics shall render the Member open to the disciplinary procedures of the Institute under Regulation 3.

I, the undersigned, agree to be bound by this agreement.

Signed:

Date:



NEXT STEPS

The information you have been provided will be held in confidence.

Please return this agreement within ten (10) working days after receipt.

Once completed please return this form to

Noeline Clark: E: secretary@buildingsurveyors.co.nz.

We look forward to assisting you through the journey to achieving Registered Building Surveyor status and we would like to take this opportunity to welcome you to the Institute.