

Appendix F – RICS Inclusive Environment Consultant (IEC) Scheme

1 Eligibility for registration

1.1 A person may apply to join the RICS Inclusive Environment Consultant (IEC) Scheme if they are:

- a** a Chartered Member of RICS with appropriate qualifications and/or experience or
- b** are an appropriately qualified and/or experienced person, who is not a member of RICS.

2 Requirements of scheme registration

2.1 A Scheme registered person shall:

- a** carry out sufficient relevant and appropriate CPD in relation to their obligations as a scheme registered member and maintain their own record of completed CPD
- b** carry out all inclusive environment consultancy work through an RICS Regulated firm or
- c** where inclusive environment consultancy work is carried out outside of an RICS Regulated firm:
 - i** operate a complaints handling procedure which must include a redress mechanism that is approved by the Standards and Regulation Board
 - ii** ensure that all previous and current inclusive environment consultancy work is covered by adequate and appropriate professional indemnity cover.

3 Limits on applications for registration and readmission

3.1 RICS may refuse to consider a further application for registration of this scheme where the applicant:

- a** has been refused registration within the previous 12 months
- b** has been subject to administrative de-registration within the previous 12 months
- c** has been removed from registration as a result of disciplinary action for such period as defined at the time of removal.

4 Fees

4.1 A Scheme registered person shall pay:

- a** the appropriate application and annual fees for registration set by the Standards and Regulation Board unless those fees are paid by an RICS Regulated Firm and
- b** any other costs incurred in the course of any investigation.