

RICS Practice Alert – trainees, candidates and students (global)

Issued by email 17 December 2024

RICS is issuing this Practice Alert to all RICS members globally for special attention of all candidates, trainees and students enrolled as a member of the Attached Class with RICS. The purpose is to remind you:

- how to correctly use RICS designations, logos and trademarks
- the requirement to provide accurate information to RICS
- the requirement under Rule 2 of the Rules of Conduct to ensure that all candidates and trainees are supervised by RICS members when undertaking surveying services to the public
- the requirement that all candidates and trainees **in the UK** only undertake RICS home surveys with physical internal and external inspections under the direct supervision of a qualified and experienced RICS member who is also physically present on site.

Use of RICS designations, logos and trademarks

It is an important moment in an RICS member's career when they pass their assessment and attain AssocRICS or MRICS status. RICS therefore restricts the use of designations to preserve the integrity of these titles. RICS issues strict guidelines as to the use of titles and designations, which must be adhered to by all classes of membership.

The acronyms MRICS, FRICS and AssocRICS are known as designations and only current RICS members who have obtained these designations can use them after their name. The RICS' Bye-Laws and Regulations, together with the rules governing the use of logos and trademarks, restrict the use of MRICS, FRICS and AssocRICS to those properly qualified and registered as those classes of membership.

Similarly, only RICS members who are MRICS, FRICS or AssocRICS, as well as RICS-regulated firms, are permitted to use the approved RICS logo (white or black) in accordance with the Standards and Regulation Board's [rules](#) and branding guidelines.

In terms of the classes of membership, chartered members are MRICS and FRICS, and non-chartered members are AssocRICS.

Candidates, trainees and students are considered members of the Attached Class of membership.

Candidates, trainees and students are not permitted to use the RICS designations after their names or the RICS trademarks and logos in any way. This includes on social media profiles (e.g. LinkedIn), on letterheads, stationery, email signatures, websites or business cards, etc. Members of the Attached Classes are required to adhere to the Rules of Conduct and must ensure that they do not mislead anyone into believing that they have obtained an RICS designation when they have not.

It is therefore important that when identifying themselves as an Attached Class of membership of RICS, such as to an employer or client, that this presentation is accurate and appropriate.

Candidates, trainees and students enrolled for the Assessment of Professional Competence (APC), and other assessments, must refer to themselves, if required, as:

- i) 'Trainee surveyor' or 'Candidate for Membership' if enrolled for Chartered Surveyor assessment
- ii) 'Trainee Associate' if enrolled for Associate assessment, or
- iii) 'Student'.

Information provided to RICS

All applications for membership of RICS require the applicant to provide information that may be subject to review and verification by RICS. For example, RICS may verify details of work experience with employers and qualifications undertaken. It is vital that all candidates, trainees and students ensure that any information submitted to RICS is accurate and can be evidenced.

Providing false information to RICS may result in refusal of application or in a disciplinary investigation and the potential disciplinary sanction of expulsion for providing false information to RICS.

Reminder of Rule 2 of the RICS Rules of Conduct

Candidates and trainees must ensure that they are appropriately and adequately supervised by qualified professionals and only undertake surveying services for which they are competent, and have the knowledge, skills, resources and the necessary expertise. The requirement under Rule 2 of the [Rules of Conduct \(rics.org\)](https://www.rics.org) is that all candidates and trainees are supervised by RICS members when undertaking surveying services to the public.

In the event that an RICS member and principal instructs you to undertake surveying services unsupervised, you should report this to RICS Regulation at complaints@rics.org.

Home surveys (UK only)

The RICS [Home survey standard \(rics.org\)](https://www.rics.org) for RICS members and RICS-regulated firms contains mandatory requirements that must be complied with. Many of those mandatory requirements cannot be fulfilled remotely and therefore RICS members (FRICS / MRICS / AssocRICS) must ensure that they have physically inspected the property.

In line with their class of membership, RICS does not consider that candidates and trainees are **adequately qualified and experienced** to undertake home surveys and inspections by themselves, and therefore must be **directly supervised** on site by a qualified RICS member with appropriate skills, knowledge and experience. An RICS member in this situation is considered a mentor or supervisor, therefore it is permitted that candidates and trainees accompany RICS members during inspections and may contribute to the drafting of reports. RICS members are not permitted to undertake inspections or submit reports unless all of the mandatory requirements of the RICS Home survey standard professional statement ([Home survey standard \(rics.org\)](https://www.rics.org)) and the relevant RICS Rules of Conduct ([Rules of Conduct \(rics.org\)](https://www.rics.org)) are complied with. Where a valuation is provided as part of a home survey, the current edition of RICS Valuation – Global Standards (Red Book Global Standards) [and UK national supplement](https://www.rics.org) must also be adhered to.

On completion of the declaration on any home survey report, all supervising RICS members must satisfy themselves and be prepared to demonstrate to RICS that they have complied with the mandatory requirements. RICS Home survey reports may only be signed by a qualified RICS member and the RICS member signing the report thereby confirms having physically inspected the property. **For absolute clarity: candidates and trainees must not sign off the report.**

RICS also issued a Practice Alert in June 2023 relating to RICS Home Surveys to all RICS members and RICS-regulated firms in the UK – [Regulation Practice Alerts \(rics.org\)](https://www.rics.org/regulation-practice-alerts).

If you have concerns about the practice of an RICS member or RICS-regulated firm, please raise this with RICS by submitting your concerns to complaints@rics.org or [report concerns about an RICS member or RICS-regulated firm](#).

Good practice reminder: RICS members have a professional duty to promptly disclose the details of any regulated member that you reasonably believe may have breached RICS Rules or professional standards. The duty to speak up is an important part of the profession's 'moral compass'. Think of it as protecting the reputation of your profession by helping RICS to uphold the public interest. Please email concerns to complaints@rics.org.