

Appendix B – RICS Building Conservation Accreditation Scheme (BCAS)

1 Interpretation

RICS Historic building conservation guide means the RICS Practice Standards, Historic building conservation guidance note, 1st Edition, or any subsequent edition thereof.

“appropriately qualified and/or experienced” is the test of whether an individual is appropriately qualified to become a member of the building conservation registration scheme and combines:

- a. academic/professional qualifications, demonstrating technical competence;
- b. membership of a professional body, demonstrating a commitment to ethical standards;
- c. at least five years practical experience in building conservation.

2 Eligibility for Registration

2.1 A person may apply to join the RICS Building Conservation Accreditation Scheme (BCAS) 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; and
- c. carrying out building conservation work which falls within the scope of the RICS BCAS

3 Requirements of Scheme Registration

3.1 A Scheme registered person shall:

- a. Carry out all building conservation work in accordance with the RICS Historic building conservation guide
- b. 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
- c. Carry out all building conservation work through an RICS Regulated firm; or
- d. Where building conservation 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 RICS Regulatory Board
 - (ii) ensure that all previous and current building conservation work is covered by adequate and appropriate professional indemnity insurance.

4 Limits on Applications for Registration and Readmission

- 4.1** The Head of Regulation 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.

5 Fees

- 5.1** A Scheme registered person shall pay:
- a.** the appropriate application and annual fees for registration set by the Regulatory Board unless those fees are paid by an RICS Regulated Firm; and
 - b.** any other costs incurred in the course of any investigation.